

## **Agrium Conda Phosphate Operations**

### **Agrium's Response to EPA's Letter Dated August 31, 2005**

Agrium asserts a claim of confidentiality with respect to the information contained herein. The information to which this confidentiality claim applies constitutes trade secret, privileged or confidential commercial or financial information, and/or information specifically exempted from disclosure by statute. Such information has been maintained in confidence by Agrium and is not reasonably obtainable by use of legitimate means without Agrium's consent, and Agrium intends to continue its existing practice of protecting the confidentiality of all information subject to this claim of confidentiality.

Public disclosure of the information for which Agrium asserts this confidentiality claim would cause substantial harm to Agrium's competitive position. Furthermore, the information to which this claim applies does not constitute emission data, standards or limitations within the meaning of Clean Air Act §114(c), or other similar relevant federal and/or state provisions. This information includes commercial and/or financial-related information regarding confidential, commercially valuable plans, processes or devices. Because Agrium's business is highly competitive in nature, the disclosure of any such information would substantially harm Agrium's business position by depriving it of an advantage inherent in such information, and/or by providing Agrium's competitors with the ability to derive a benefit from such information to Agrium's detriment. For example, certain information to which this claim applies potentially could be used by Agrium's competitors to project Agrium's future production and/or pricing patterns, to gain insight into Agrium's proprietary process designs and/or production and marketing strategies, and/or to negatively influence public/consumer perceptions of Agrium and Agrium products.

In the event that EPA, or the Idaho Department of Environmental Quality ("IDEQ") receives a request for public disclosure of any information contained herein, Agrium requests that EPA and/or IDEQ notify Agrium immediately upon receiving any such request, notify Agrium of any determination by EPA and/or IDEQ with respect to the confidentiality of such information, and provide Agrium an opportunity to comment regarding any such EPA/IDEQ determination prior to the public disclosure of the requested information.

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001425	001425		File Cover			File cover sheet, "Wet Shipping SPA" (documents located at AGR-CBI 001425-001696)
AGR-CBI	001426	001426		File Cover			Sub-File cover sheet, "Shut-Downs" (documents located at AGR-CBI 001426-001524)
AGR-CBI	001427	001429	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Super Phosphoric Acid, Long Term Shutdown of Spa Filters
AGR-CBI	001430	001432	5/9/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Tank 26
AGR-CBI	001433	001435	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Flocking Tank 57 or Tank 58
AGR-CBI	001436	001438	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Car from Tank 57
AGR-CBI	001439	001441	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Spa Truck
AGR-CBI	001442	001444	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a 52% Truck From Tank 57
AGR-CBI	001445	001447	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Truck From Tank 58
AGR-CBI	001448	001450	1/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Trans Loading a 52% Railcar to Another
AGR-CBI	001451	001453	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Filling Up Tank 55 and 56 from Tank 58
AGR-CBI	001454	001456	1/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Spa Truck at 52% Load out Dock
AGR-CBI	001457	001460	1/12/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Railcar from Tank 57
AGR-CBI	001461	001463	2/12/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Railcar from Tank 58
AGR-CBI	001464	001466	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading a Car from Tank 58
AGR-CBI	001467	001469	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Short Term Shutdown of Spa Car Wash System
AGR-CBI	001470	001472	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Filling a MGA Tank from a Railcar
AGR-CBI	001473	001475	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Filling a MGA Tank from Phos Through 52 or

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001476	001478	5/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shut Down for Tank 51
AGR-CBI	001479	001481	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown For Loading a 52% Truck From Tank 55
AGR-CBI	001482	001484	1/12/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading 52% Seed Cars for Turn Around
AGR-CBI	001485	001487	1/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading MGA Cars for Turn Around
AGR-CBI	001488	001490	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Longterm Shutdown for Spa Scrubber
AGR-CBI	001491	001493	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Long Term Shutdown for Spa Tanks
AGR-CBI	001494	001496	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Lowering the Percent of Acid Tanks 57 or 58
AGR-CBI	001497	001499	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Super Phosphoric Acid, Long Term Shutdown of Spa Car Wash System
AGR-CBI	001500	001502	1/28/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa, Shut Down/Drain TK 26 Containment Pump Lines
AGR-CBI	001503	001505	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shut Down for Spa Scrubber
AGR-CBI	001506	001508	1/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Dumping Heavy Cars at Either Sump
AGR-CBI	001509	001511	1/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown fro Dumping a Heavy Truck at North Sump
AGR-CBI	001512	001514	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown fro Filling Tanks 55 and 56 from Tank 57
AGR-CBI	001515	001517	2/7/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown For Sending Acid Back to Phos From MGA Tanks
AGR-CBI	001518	001521	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shutdown for Loading Spa Railcar
AGR-CBI	001522	001524	7/4/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Shut Down for Tank 28
AGR-CBI	001525	001525		File Cover			Sub-File cover sheet, "Shut-Downs" (documents located at AGR-CBI 001525-001642)
AGR-CBI	001526	001528	2/12/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up of Filling Tanks 55 and 56 from Tank 57

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AGR-CBI	001529	001531	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up For Loading a Car From Tank 57
AGR-CBI	001532	001534	4/23/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Loading a Spa Truck
AGR-CBI	001535	001538	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Loading a MGA Truck from Tank 58
AGR-CBI	001539	001542	2/18/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Startup to Trans Load from a Merchant Grade Acid Car to Another
AGR-CBI	001543	001545	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up After Turn Around Spa Conveyors
AGR-CBI	001546	001549	2/18/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up to Unload a MGA Speed Car Through the Car Wash
AGR-CBI	001550	001553	2/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Refiltering a Spa Car
AGR-CBI	001554	001557	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for the Spa Scrubber
AGR-CBI	001558	001561	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Spilling MGA Tank from a Railcar
AGR-CBI	001562	001565	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Filling Tank 55 and 56 from Tank 58
AGR-CBI	001566	001569	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Loading a MGA Acid Truck From Tank 57
AGR-CBI	001570	001573	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Loading a MGA Truck from Tank 55 or Tank 56
AGR-CBI	001574	001577	2/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start up for Flocking Tank 57 and 58
AGR-CBI	001578	001580	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Startup for Loading a Car from Tank 58
AGR-CBI	001581	001583	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Loading Merchant Grande Acid Seed Cars for Turn
AGR-CBI	001584	001586	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Loading a Super Phosphoric Acid Railcar
AGR-CBI	001587	001589	2/21/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Startup to Lower the Percent of Acid in Tank 57 or 58
AGR-CBI	001590	001592	2/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Dumping Heavy Cars at Either Sump

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001593	001595	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Dumping Heavy Truck at the North Sump
AGR-CBI	001596	001598	2/21/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Filling MGA Tank from Phos Through the 52 Ir the
AGR-CBI	001599	001601	5/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Start Up for Tank 51
AGR-CBI	001602	001604	5/9/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Startup of Tank 26
AGR-CBI	001605	001607	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up After Turn Around Spa Tanks
AGR-CBI	001608	001610	2/14/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Startup for Pumping Acid Through the MGA Tanks to Phos
AGR-CBI	001611	001613	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up After Turn Around Spa Filters
AGR-CBI	001614	001619	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Super Phosphoric Acid, Normal Start Up of the Car Wash System
AGR-CBI	001620	001622	6/11/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa, Normal Start Up of North TK 28 Feed Pump
AGR-CBI	001623	001625	6/14/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa, Filtering Spa from TK 28
AGR-CBI	001626	001628	6/11/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa, Initial Start Up of TK 28
AGR-CBI	001629	001632	2/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Changing Cloths on the Spa Filters
AGR-CBI	001633	001636	2/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Start Up for Refiltering a Spa Car
AGR-CBI	001637	001639	5/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Initial Startup of Tank 26
AGR-CBI	001640	001642	5/15/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Initial Startup of Tank 51
AGR-CBI	001643	001643		File Cover			Sub-File cover sheet, "Normal Operation" (documents located at AGR-CBI 001643-001696)
AGR-CBI	001644	001647	2/12/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa, Operation of Steam Coil
AGR-CBI	001648	001651	3/5/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: (Phos), How to run an EMP sample on Tank 54 or on a Super Unit

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001652	001654	1/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Op for Pumping the Sumps
AGR-CBI	001655	001657	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Getting a Spa Cake Sample
AGR-CBI	001658	001660	2/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Op for Boiling the Spa Filter Plates
AGR-CBI	001661	001662	7/26/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Washing Spa Clothes in Maytag
AGR-CBI	001663	001666	2/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal for Dumping Spa Filters
AGR-CBI	001667	001670	8/9/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Normal Op for Dumping Spa Filters
AGR-CBI	001671	001673	2/18/2005	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Prep Car for Inspections & Home Shop
AGR-CBI	001674	001677	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Getting a Merchant Grade Acid Tank Sample
AGR-CBI	001678	001680	2/14/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Condensate Washing the Spa Equipment and Building
AGR-CBI	001681	001683	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Getting a Merchant Grade Acid Tank Sample
AGR-CBI	001684	001686	2/19/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Changing Filter Plates
AGR-CBI	001687	001689	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Zero Out the Car Washer
AGR-CBI	001690	001693	2/14/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Wash Out Spa Tanks
AGR-CBI	001694	001696	2/20/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Spa Area, Getting Spa Tank Samples



Wet Shipping  
SPA

**AGR-CBI\_001425**

**SUBJECT TO ALL APPLICABLE CONFIDENTIAL  
BUSINESS INFORMATION PRIVILEGES**





Shut Downs





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Super Phosphoric Acid**

**LONG TERM SHUTDOWN OF THE SPA FILTERS**

**SPA-shutdown-01**  
**02/06/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform long-term shutdown of the SPA filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>		

## LONG TERM SHUTDOWN OF THE SPA FILTERS

### TASKS:

1. Blow lines
2. Open valves
3. Close valves

Steps		Key Points	PPE/Hazards
1.	Dump the spa filters. (Refer to the dumping filter procedure.)	Leave the spa filters open.	
2.	Hook the air hose up to the feed line in the basement.		
3.	Turn the air hose on and open feed valves at one at a time, then turn air hose off.		
4.	Close auto valve to railcar load out.	Verify truckload out auto valve is closed.	
5.	Hook air hose up to product line in basement.		
6.	Turn air hose on and open product valves.	One at a time, and let air blow out slowly.	
7.	Turn air hose off and roll up air hose.		
8.	Close all filters.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

NORMAL SHUTDOWN FOR TANK 26

**SPA-shutdown-01**  
**05/09/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to shutdown tank 26

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

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**AGR-CBI\_001430**  
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## NORMAL SHUTDOWN FOR TANK 26

### TASKS:

1. Stop pump
2. Stop the agitator
3. Close valves

### NOTE

**THIS PROCEDURE WILL COVER ALL SHUTDOWNS**

### NOTE

**BOTH THE AGITATOR AND THE PUMP CAN BE STARTED LOCALLY OR ON THE D.C.S. COMPUTER.**

Steps		Key Points	PPE/Hazards
1.	Stop the pump	The suction valve will close automatically when the pump shuts off.	
2.	Close both discharge valves		
3.	Close both valves on the recirc line if needed		
4.	Call the "B" evap operator to close the valves in phos if needed		
5.	Stop the agitator		

### Training Notes:

1. Must be trained by the area S.M.E. before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR FLOCCING TANK 57 OR TANK 58

**SPA-shutdown-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for flocking tank 57 or tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## NORMAL SHUTDOWN FOR FLOCCING TANKS 57 OR 58

### TASKS:

1. Stop pumps
2. Close valves
3. Roll up hoses

Steps		Key Points	PPE/Hazards
1.	Unplug the agitator.	When the agitator's propeller is out of floc.	
2.	Unplug the floc pump.	When the floc tank is empty.	
3.	Close the valve on tank 57 or 58.	Close the valve, above the check valve.	
4.	Close the floc tank valve.		
5.	Stop the tank from circulating.		
6.	Close the bottom header for tank 57 or 58.		
7.	Disconnect the short hose from the floc tank.		
8.	Disconnect the other hose from the check valve.	Put this end of the hose in the sump and secure it.	
9.	Connect the steam to the short hose and slowly turn it on to clear both hoses and the pump floc.	The steam will boil out the floc.	
10.	Disconnect the hoses from the floc pump.	Roll up the short hose.	

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR LOADING A CAR FROM TANK 57

**SPA-shutdown-01**  
**02/13/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a car from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	



## NORMAL SHUTDOWN FOR LOADING A CAR FROM TANK 57

### TASKS:

1. Stop pumps
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Load the car 5-6 inches below the bottom of the dome.	The bottom of the dunnage bar is approximately 6 inches.	
2.	Stop the tank 57 pump when the car is full.		
3.	Close the sump discharge valve going to the car.		
4.	Close the sump discharge going to phos.		
5.	Get an acid sample form the car with the dipper.		
6.	Rinse the exterior of the sample bottle.		
7.	Release the rope tying off the hose into the car and attach the hose to the car washer.		
8.	Secure the loading ramp.		
9.	Remove car connected sign.		
10.	Close the top header on tank 57.		
11.	Open the booster pump discharge valve.		
12.	Record the tank 57 levels in SPA control room after each car is loaded.		

### NOTE

IF YOU ARE GOING TO LOAD MORE CARS, CHECK LEVEL ON TANK 57. IF THE TANK LEVEL IS ABOUT 16 FEET THE TOP HEADER CAVITATES AT THIS LEVEL SO OPEN THE BOTTOM HEADER ON TANK 57 AND CLOSE THE TOP HEADER. THE BOTTOM HEADER WILL CAVITY AT 19 FEET. THE TANK UNLOADING IS COMPLETE. TO DRAIN THE TANK; REFER TO DRAIN AND WASH TANK 57 PROCEDURE.

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**NORMAL SHUTDOWN FOR LOADING A SPA TRUCK**

**SPA-shutdown-01**

**2/18/2005**

**Reviewed Date: February 18, 2005**  
**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a SPA truck.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR LOADING A SPA TRUCK

### TASKS:

1. Stop pumps
2. Close valves

Steps		Key Points	PPE/Hazards
1.	When the truck weight has been met, the tank 28 auto valves to the filters should automatically shut down	Monitor the flow through the filters as not to overload the truck	
2.	Close the feed valves on the Sperry filter and the #1 durco filters.		
3.	Close the feed valve on the #2 durco filter.		
4.	Close product valves if necessary.		
5.	Get a sample from the tank with the dip tube.		
6.	Give the truck driver a product ID tag with a ty-rap to attach to the truck.		
7.	Pull the chocks from the truck wheels.		
8.	Pull both tank car connected signs.		
9.	Once the truck is loaded, open the drain valve by the door to drain the line, close the truck line valve, open the car line valve, and open the drain valve to the truck line on the bottom floor.		
10.	Set the flow meter back to the car counter on the filter deck and clear the truck counter, clear the flow meter or record amount in the control room.		
11.	Record the gross weight and the net weight on the log sheet and loading book when the guard calls with the weight.		
12.	If the net weight is heavy, refer to the dump heavy trucks in the north sump procedure.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR LOADING A 52% TRUCK FROM TANK 57

**SPA-shutdown-02**  
**2/18/2005**

**Reviewed Date:** February 18, 2005  
**Reviewed By:** Willie Martinez/ Jared Davis

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a 52% truck from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	



## LOADING A 52% TRUCK FROM TANK 57

### TASKS:

1. Stop pump
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Stop the tank 57 pump at start/stop station when the measurement is within ½ inch of being loaded.		
2.	Close the truckload out valve.		
3.	Untie the rope and pull the hose.	The truck driver will assist in this step.	
4.	Secure it to the handrail with the end of the hose in the bucket.		
5.	Get a sample from the truck with the dip tube.		
6.	Spray done area off with water after the truck driver has secured the dome.	Move out of the way from the truck.	
7.	<del>Remove the wheel chocks and signs.</del>		
8.	Close the header for tank 57.		
9.	Take the sample bottle and log SPA control room.		
10.	Rinse the exterior the sample bottle.		
11.	Record the information from the phos loading sheet and the 52% loading book.		
12.	Record tank 57 measurements.		
13.	Record the gross weight and net weight on log sheet and book after truck is weighed.		
14.	If the net weight is heavy; perform the dump heavy truck in the north sump procedure.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**  
**Spa Area**

NORMAL SHUTDOWN FOR LOADING A TRUCK FROM TANK 58

**SPA-shutdown-02**

2/18/2005

**Reviewed Date:** February 18, 2005

**Reviewed By:** Willie Martinez/ Jared Davis

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a truck from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR LOADING A TRUCK FROM TANK 58

### TASKS:

1. Stop pump
2. Close valves

Steps		Key Points	PPE/Hazards
1.	When the measurement is within ½ inch before being loaded, walk down to tank 58-pump start/stop station; stop it then close the truckload out valve.		
2.	Have the truck driver untie the rope pulls the hose.		
3.	Secure it to the handrail with the end of the hose in the bucket.		
4.	Get a sample from the truck with the dip tube.		
5.	Have the truck driver secure the dome and move out of the way.		
6.	Remove wheel chocks and signs.		
7.	Spray dome area off with water.		
8.	Close the grading valve just behind north shack.	Refer to 52% tank diagram.	
9.	Close the top header for tank 58.		
10.	Take the sample bottle and log to SPA control room.		
11.	Rinse the exterior of the sample bottle.		
12.	Record the information from phos loading logs in the 52% loading book.		
13.	Record tank 58 measurements.		
14.	Record the gross weight and net weight on log sheet and book.		
15.	If the net weight of the truck is light, have the truck driver position the truck so the selected dome is filled with the additional acid.	If needed, go back to step 2 without getting another tank sample.	
16.	If the net weight is heavy, follow the dump heavy truck in the north sump procedure.	Refer to procedure dump heavy truck.	

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR TRANS LOADING A 52% RAILCAR TO  
ANOTHER RAILCAR

**SPA-shutdown-01**  
**01/11/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for trans loading a 52% car to another.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>



# NORMAL SHUTDOWN FOR TRANS LOADING A 52% RAILCAR TO ANOTHER RAILCAR

## TASKS:

1. Stop pump
2. Close valves
3. Unhook hose

Steps		Key Points	PPE/Hazards
1.	Monitor the amount of acid in the first railcar.		
2.	Stop the tank 58 pump when the tank when 58 pumps cavities.		
3.	Close the tank 58 grading valve behind the shack.		
4.	Close the sump discharge valve going to phos.		
5.	Close the sump discharge valve going to the railcar.		
6.	Untie the hose going into the car and attach back on the car washer.		
7.	Attach a product ID tag on the railcar.		
8.	Close the tank 58 incoming valve in the southwest corner of the sump.		
9.	Close the dump valve on the railcar.		
10.	Insert a seal pin.	Insert the seal pin in the bottom of the dump valve.	
11.	Loosen the hose on the incoming connection to tank 58 and help drain it into the sump containment.		

## CAUTION

**USE CAUTION WHILE REMOVING THE OTHER END OF THE HOSE FROM THE ADAPTER.**

12.	Let hose drain into the sump.	Refer to tank car loading report.	
-----	-------------------------------	-----------------------------------	--

**NORMAL SHUTDOWN FOR TRANS LOADING A 52% RAILCAR TO ANOTHER  
RAILCAR**

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
<b>13.</b>	Drain hose and wrap around tank 58.		
<b>14.</b>	Remove the adapter from the car.		
<b>15.</b>	Remove the tank car connected sign.		

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.

**Agrium**

*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR FILLING UP TANK 55 AND 56 FROM TANK  
58

**SPA-shutdown-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for filling up tank 55 and 56 from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation training.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Face shield</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

**AGR-CBI\_001451**

SUBJECT TO ALL APPLICABLE CONFIDENTIAL  
BUSINESS INFORMATION PRIVILEGES

## **NORMAL SHUTDOWN FOR FILLING TANKS 55 AND 56 FROM TANK 58**

### **TASKS:**

1. Stop pump
2. Close valves

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
1.	Stop the tank 58 pump.	When tank 58 is empty or tank 55 or 56 is at the 1-foot level.	
2.	Close the tanks 55 or 56 overhead valve on the car wash line.		
3.	Close the headers on tank 58.		
4.	Record the tank level at the SPA control room.		

### **Training Notes:**

1. Must be trained with a qualified A-operator before completing tasks by yourself

*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**NORMAL SHUTDOWN FOR LOADING A SPA TRUCK AT 52% LOADOUT DOCK**

**SPA-shutdown-01**  
**01/13/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a SPA car at 52% load out dock.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

Page 1 of 3

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# NORMAL SHUTDOWN FOR LOADING SPA TRUCK AT 52% LOADOUT DOCK

## **TASKS:**

1. Stop pump
2. Close valves
3. Disconnect hose

Steps		Key Points	PPE/Hazards
1.	Tuthill pump start/stop station; stop the pump.	Just before the truck is loaded, stop the pump when signaled by the truck driver.	
2.	Close the tank 58 grating valve		
3.	Get a sample from the truck with the dip tube.		
4.	Have the truck driver secure the dome.	Move out of the way, spray dome area off with water	
5.	Close the tank 58 grating valve		
6.	Close the dump valve on the railcar.		
7.	Loosen the hose on the Tuthill incoming valve.	Do this task very carefully..	
8.	Remove hose from the adapter.	Use caution because the hose will be full of acid. Let it drain into the sump.	
9.	Drain hose.	Wrap the hose around tank 58.	
10.	Secure the dome, if acid is remaining in the railcar.	Department of Transportation regulation.	
11.	Remove the handrail safety guard.		
12.	Remove adapter and secure the bottom of the car.	Department of Transportation regulation.	

## NORMAL SHUTDOWN FOR LOADING SPA TRUCK AT 52% LOADOUT DOCK

Steps		Key Points	PPE/Hazards
13.	Remove the tank car connected sign.		
14.	Record the information in the SPA loading book and the phos-loading log.		
15.	Label the sample bottle, carrier name, yard pass delivery number, date, type of acid, car type and number.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

# Agrium

*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 57

**SPA-shutdown-01**  
**01/12/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a railcar from tank # 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

# NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 57

## TASKS:

1. Stop pump
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Load the railcar 5-6 inches below the bottom of the dome.	The bottom of the dunnage bar is about 6 inches.	
2.	Stop the tank 57 pump when the railcar is full.		
3.	Close the sump discharge valve.		
4.	Close the sump discharge valve going to phos.		
5.	Get an acid sample from the car with the dipper.		
6.	Rinse the interior of bottle with acid from the dipper then continue to fill sample with the rest of acid in the dipper.		
7.	Rinse the exterior of the sample bottle.		
8.	Release the rope tying off the hose into the car and attach the hose to the car wash.	Refer to tank car loading report, after loading checklist.	
9.	Secure the loading ramp.		
10.	Remove the railcar-connected sign.		
11.	Close the top header on tank.		
12.	Close the wheel valve.		
13.	Open the booster pump discharge valve.		
14.	Record the tank 57 levels in SPA control room after each railcar is loaded.		
15.	Make a label for the sample bottle.	Set sample bottle on the table by the front door of the building.	

**NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 57**

**NOTE**

**IF YOU ARE GOING TO LOAD MORE CARS, CHECK LEVEL ON TANK 57. IF THE TANK LEVEL IS ABOUT 16 FEET; THE TOP HEADER CAVITIES AT THIS LEVEL SO OPEN THE BOTTOM HEADER OF THE TANK 57 AND CLOSE THE TOP HEADER. THE BOTTOM HEADER WILL CAVITATE AT 19 FEET. THE TANK UNLOADING COMPLETE, TO DRAIN TANK REFERS TO THE PROCEDURE TO DRAIN AND WASH TANK.**

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 58

**SPA-shutdown-01**  
**02/12/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a railcar from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 58

### TASKS:

1. Stop pump
2. Close valve

Steps		Key Points	PPE/Hazards
1.	Load the car 5-6 inches below the bottom of the dome; the bottom of the dunnage bar is about 6 inches.		
2.	Stop the tank 58 pump when the car is full.		
3.	Close the sump discharge valve going to phos.		
4.	Get an acid sample of the car with the dipper.		
5.	Rinse the interior of the bottle with acid from the dipper; then continue to fill sample with the rest of acid from the dipper.		
6.	Rinse the exterior of the sample bottle.		
7.	Record the tank 58 level in the SPA control room.		
8.	Release the rope tying off the hose into the car and attach the hose to the car washer.	Refer to the tank car loading report after loading checklist.	
9.	Attach a product ID tag o the railcar.		
10.	Remove the car-connected sign.		
11.	Close the header valves on tank # 58.	Refer to the tank 52% diagram.	
12.	Open the booster pump discharge valve.		
13.	Record the level of the tank 58 in the SPA control room.		

### NOTE

IF YOU ARE GOING TO LOAD MORE CARS, CHECK LEVEL IN TANK 58. IF THE TANK LEVEL ABOUT 18 FEET, THE TOP HEADER CAVITATES AT THIS LEVEL SO OPEN THE BOTTOM HEADER ON TANK 58 AND CLOSE THE TOP HEADER. THE BOTTOM HEADER WILL CAVITATE AT 21 FEET. THE TANK UNLOADING IS COMPLETE. TO DRAIN THE TANK, FOLLOW THE PROCEDURE TO DRAIN AND WASH TANK 58.

## NORMAL SHUTDOWN FOR LOADING A RAILCAR FROM TANK 58

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR LOADING A CAR FROM TANK 58

**SPA-shutdown-01**  
**02/13/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a car from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR LOADING A CAR FROM TANK 58

### TASKS:

1. Stop pumps
2. Close vales

Steps		Key Points	PPE/Hazards
1.	Load the car to 5-6 inches below the bottom of the dome. The bottom of the dunnage bar is about 6 inches.		
2.	Stop the tank 58 pump when the car is full.		
3.	Close the sump discharge valve going the car in front of the shack.		
4.	Close the sump discharge valve going to phos.		
5.	Get an acid sample of the car with the dipper.		
6.	Rinse the interior off the bottle with acid from the dipper; then continue to fill the sample with the rest of the acid from the dipper.		
7.	Rinse the exterior of the sample bottle.		
8.	Record the tank 58 level in the SPA control room.		
9.	Release the rope tying off the hose into the car and attach the hose to the car washer.		
10.	Attach a product ID tag to the railcar.		
11.	Lift and secure the loading ramp.		
12.	Remove the car-connected sign.		
13.	Close the headers on tank 58.	Refer to the 52% tank diagram.	
14.	Open the booster pump discharge valve.		
15.	Record the level of the tank 58 in the SPA control room.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

#### SHORT TERM SHUTDOWN OF THE SPA CAR WASH SYSTEM

**SPA-Shutdown car wash -01**

**02/06/03**

**Objective:** Provide operating personal with a step-by-step instruction on how to perform shutdown of the SPA car wash system.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid.</li></ul>	

## SHORT TERM SHUTDOWN OF THE SPA CAR WASH SYSTEM

### TASKS:

1. Stop pumps
2. Close valve

Steps		Key Points	PPE/Hazards
1.	Turn off the car wash sump pump.	The sump and booster pumps are interlocked.	
2.	Shut off the car wash hydraulics.	When the north ram is at the -0- position, turn off the north switch. When the south ram is at the -0- position turn off the south switch.	
3.	Remove the car washer from the railcar and put into storage position with the chain secured.		
4.	Verify the car is clean.	If not clean, repeat car wash procedure.	
5.	Verify car washer nozzle is straight up and down.	If not refer to zeroing out the car wash procedure.	
6.	Pull up railcar to the wash ramp and secure with chain.	Remove handrail safety guard.	

### NOTE

**WHEN THE CAR HAS DRAINED SUFFICIENTLY, CLOSE THE DUMP VALVE AND INSERT SEAL PIN.**

7.	Remove splash barrel from under the railcar.		
8.	Return all tools to the appropriate places.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

**SHORT TERM SHUTDOWN OF THE SPA CAR WASH SYSTEM**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR FILLING A MGA TANK FROM A RAILCAR

**SPA-shutdown-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for filling a MGA tank from a railcar.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety gloves</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing an environmental spill.</li></ul>

## NORMAL SHUTDOWN FOR FILLING A MGA TANK FROM A RAILCAR

### TASKS:

1. Stop pump
2. Close valve
3. Unhook hose

Steps		Key Points	PPE/Hazards
1.	Check the level in the car.	Once the tank begins to fill.	
2.	Continue to monitor the amount of decanted acid in the car, and the amount of room in the tank.		
3.	Stop the tank 58 pump.	When the car is empty or the tank is full at 1 foot.	
4.	Close the appropriate valves for the tank you are filling.		
5.	Secure the dome as if you were shipping the railcar.	If the railcar still has acid in it.	
6.	Close the tanks-incoming valve in the southwest corner of the sump.		
7.	Close the dump valve on the car.		
8.	Carefully loosen the hose on the incoming valve and help drain it in to the sump containment.	Use caution while removing the other end of the hose from the adapter because the hose will have some acid in it and let it drain into the sump under the car.	
9.	Drain hose and wrap around tank 58.		
10.	Insert seal pin.		
11.	Remove the adapter and tighten up the blank.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR FILLING A MGA TANK FROM PHOS  
THROUGH THE 52 OR THE CARWASH LINES

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for filling a MGA tank from phos through the 52 or the carwash lines.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

# NORMAL SHUTDOWN FILLING MGA TANK FROM PHOS THROUGH THE 52 OR THE CARWASH LINES

## TASKS:

1. Open valves
2. Close valves
3. Start pump

Steps		Key Points	PPE/Hazards
1.	Call phos; have them stop the acid flow.		
2.	Close all valves pertaining to the tank you were filling.		
3.	Open the tank overhead valve. Then start pump, verify that the flow is going in the proper direction.	When tank 57 or 58 are filled with undecanted acid, they need to be circulated for 12 hours.	
4.	Record the tank level in the SPA control room.		

Standard Operating Control Limits			
SOCL #: Filling the MGA tanks through the MGA line. 01 02/27/03			
Deviation	Condition	Consequence	Action To Take
High – 51.6	High acid concentration		Add water to lower
Low – 50.3	Low acid concentration		Add higher Grade Acid

## Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

**NORMAL SHUTDOWN FILLING MGA TANK FROM PHOS THROUGH THE 52 OR THE  
CARWASH LINES**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUT DOWN FOR TANK 51

**SPA-shutdown-01**  
**05/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for tank 51.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## START UP FOR TANK 51

### TASKS:

1. Stop pump
2. Stop agitator
3. Open/close valves

### NOTE

**THIS PROCEDURE WILL COVER NORMAL AND EMERGENCY SHUTDOWNS AND TRANSFERS**

Steps		Key Points	PPE/Hazards
1.	Stop the pump.	The suction valve will close automatically when the pump is stopped. Also when the level in the tank drops to the low level the pump will stop automatically	
2.	Stop the agitator.	The agitator will stop automatically when level drops to the low level.	
3.	When transfers or loading is completed, open the recirc valve.		
4.	Close the valve pertaining to the line being used.		
5.	Blow the line if necessary.		

### NOTE

**THE TANK 51 CIRC PUMP WILL NEED TO BE SHUTDOWN ONCE A WEEK TO VERIFY THAT THE SUCTION VALVE IS OPERATING PROPERLY**



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

### **Training Notes:**

1. Must be trained by a qualified A-operator before completing this task.







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

A NORMAL SHUTDOWN FOR LOADING A 52% TRUCK FROM TANK 55  
OR 56

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a 52% truck from tank 55 or 56.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

# NORMAL SHUTDOWN FOR LOADING A 52% TRUCK FROM TANK 55 OR 56

## **TASKS:**

1. Stop pumps
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Stop the tank 57 pump		
2.	Close the truckload out of valve.		
3.	Have the truck driver untie the rope and pull the hose from the truck.		
4.	Secure the rope to the handrail with the end of the hose in the bucket.		
5.	Get a sample from the truck with the dip tube.		
6.	Remove chocks and signs.		
7.	Send the truck to the guard.		
8.	Record the gross weight and net weight on log sheet and in the book.	Go back to step 2 without getting another tank sample.	
9.	If the net weight is heavy, dump truck in the north sump.	Refer to the dump heavy truck in north sump procedure.	

## **Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR LOADING 52% SEED CARS FOR TURN AROUND

SPA-shutdown-01  
01/12/03

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading a 52% seed cars for turn around.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## NORMAL SHUTDOWN FOR LOADING A 52% SEED CAR FOR TURN AROUND

### TASKS:

1. Call phos
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Load rail car to 5-6 inches below the bottom of the dome.		
2.	Call phos and have them stop the flow.		
3.	Close the sump discharge valve going to the car in front of the shack.		
4.	Close the sump discharge valve going to phos.		
5.	Release the rope tying off the hose going into the car and attach the hose to the car washer.		
6.	Close the dome and secure the loading ramp.		
7.	Raise and secure the loading ramp.		
8.	Call the switch engine operator for another spot on the south car wash.		

### NOTE

WHEN RAILCAR ON THE NORTH CAR WASH IS LOADED, SWITCH BACK TO THE SOUTH CAR WASH TO CONTINUE LOADING. WHEN SOUTH CAR WASH IS LOADED, HAVE THE B EVAP OPERATOR STOP THE FLOW AND CALL THE GOOSE OPERATORS FOR ANOTHER SPOT ON BOTH WASHES.

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

NORMAL SHUTDOWN FOR LOADING MGA CARS FOR TURN AROUND

**SPA-shutdown-01**

**01/13/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading MGA cars for turn around.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR LOADING MGA SEED CARS FOR TURN AROUND

### TASKS:

1. Call phos
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Load car 5-6 inches below the bottom of the dome.		
2.	Call phos and have them stop the flow.		
3.	Close the sump discharge valve going to phos.		
4.	Release the rope tying off the hose into the car and attach the hose to the car washer.		
5.	Close the dome and secure the nuts to the dome.		
6.	Raise and secure let loading ramp.		
7.	Call the switch engine crew for another spot on the south car wash.		

### NOTE

WHEN CAR ON THE NORTH WASH IS LOADED, SWITCH BACK TO THE SOUTH CAR WASH TO CONTINUE LOADING. WHEN SOUTH CAR IS LOADED, HAVE THE B EVAP OPERATOR STOP THE FLOW AND CALL THE GOOSE OPERATORS FOR ANOTHER SPOT ON BOTH WASHES.

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**LONGTERM SHUTDOWN FOR THE SPA SCRUBBER**

**SPA-shutdown-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a long-term shutdown for the SPA scrubber.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Pond water</li></ul>	<ul style="list-style-type: none"><li>• DEQ must be notified when the SPA scrubber has been shutdown for longer than 15 minutes.</li></ul>

## LONGTERM SHUTDOWN FOR THE SPA SCRUBBER

### TASKS:

1. Close valves
2. Stop fan
3. Stop pumps

Steps		Key Points	PPE/Hazards
1.	Close the incoming pond water auto and Manuel valves.		
2.	Stop the scrubber pond water return pump.		
3.	Close the scrubber pond water return valves.		
4.	Stop the SPA scrubber fan.		
5.	Close the incoming raw water valve.		
6.	Drain the scrubber tank.		
7.	Leave drains on pond water system cracked open to prevent freeze ups.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### LONG TERM SHUTDOWN FOR THE SPA TANKS

**SPA-shutdown-01**  
**02/06/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform long-term shutdown for tank 54.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Work gloves</li><li>• Safety toe footwear</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid.</li></ul>	

## LONG TERM SHUTDOWN FOR THE SPA TANKS

### TASKS:

1. Open valves
2. Close valves
3. Blow circulation lines

Steps		Key Points	PPE/Hazards
1.	Stop the tank circulation pumps.		
2.	Open tanks out going valves.		
3.	Close overhead and circulation headers.		
4.	Verify that the valves on the spa tank manifold are set properly.		
5.	Hook air hose up to the spa tank manifold	Turn on air hose.	
6.	Blow air through the pump into the tank.	Close the suction and discharge valves.	
7.	Starting with closest header to the pump, open let air blow then close.	Do this task with each header and overhead valve.	
8.	Then close the tanks out going valve.		
9.	Turn off air hose, and roll up air hose.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

**LONG TERM SHUTDOWN FOR THE SPA TANKS**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL SHUTDOWN FOR LOWERING THE PERCENT OF ACID TANKS  
57 OR 58

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**  
**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for lowering the percent of acid tanks 57 or 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid.</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks acid overflow causing environmental spill.</li></ul>

Page 1 of 3

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## NORMAL SHUTDOWN FOR LOWERING THE PERCENT OF ACID IN TANK 57 AND 58

### TASKS:

1. Shut off water
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Close the water valves.		
2.	Re-measure the tank level.		
3.	Turn off fire hydrants.		
4.	Disconnect the fire hoses, drain, roll up the air hoses, and put them away.		
5.	Put tank 57 or 58 on circulation for another 12 hours	Refer to filing MGA.	
6.	Check the tank 57 or 58 overhead circulation header or pipe for flow.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Super Phosphoric Acid**

LONG TERM SHUT DOWN OF THE SPA CAR WASH SYSTEM

**SPA-SHUTDOWN-01**  
**02/06/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform long term shut down of the spa car wash system.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation training.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>		

Long term shut down for the carwash system

**TASKS:**

1. Stop pumps
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Refer to short-term shutdown procedure.		

**NOTE**

**IF ABLE TO PUMP THE SUMPS DURING SHUTDOWN THE SUMPS SHOULD BE PUMPED UNTIL THE PUMP CAVITIATES.**

2.	To isolate, close all sump discharge valves.		
----	--	--	--

**NOTE**

**IN COLD WEATHER TURN ON STEAM INTO THE SUMP THROUGH THE STEAM WAND. ADD ANTI-FREEZE.**

**NOTE**

**IN CASE UNABLE TO PUMP SUMPS TO PHOSPHOROS, HAVE ACCESS TO ALTERNATE STORAGE.**

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### SPA

Shut Down/Drain TK 26 Containment pump Lines

**SPA-shutdown-01**  
**1/28/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to drain discharge piping.

**Requirements:** There are no requirements in this procedure for an operator to perform efficiently.

**Required Documents:** There are no required documents that are needed in this procedure.

**Tools and Equipment:** No tools or equipment needed during this procedure.

PPE	Hazards	Environmental Considerations
Standard PPE. Hard hat, safety glasses, steel toe boots, work gloves..	Possible contact with acid.	None.

Page 1 of 3

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## Shut Down/Drain TK 26 Containment pump Lines

### TASKS:

1. Shut off pump.
2. Remove cam lock cap.
3. Open drain valve, drain line.
4. Close valve.
5. Replace cam lock cap.

Steps		Key Points	PPE/Hazards
1.	Shut off pump when desired level is obtained.	Make sure pump is shut off.	none
2.	Remove cam lock cap.	Remove with caution.	Possible contact with acid.
3.	Open drain valve, drain liquid.	Do not stand in front of valve, Open slowly.	Possible contact with acid.
4.	Close valve.	Make sure valve is closed.	none
5.	Replace cam lock cap.		



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### NORMAL SHUTDOWN FOR THE SPA SCRUBBER

**SPA-shutdown-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for the SPA scrubber.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Pond water</li></ul>	<ul style="list-style-type: none"><li>• DEQ needs to be notified when the scrubber is shutdown longer than 15 minutes.</li></ul>

## NORMAL SHUTDOWN FOR THE SPA SCRUBBER

### TASKS:

1. Close valves
2. Stop fan
3. Stop pumps

Steps		Key Points	PPE/Hazards
1.	Close the incoming pond water auto and manual valves.		
2.	Stop the scrubber pond water return pump.		
3.	Close the scrubber fan damper.		
4.	Stop the SPA scrubber fan.		
5.	Close the incoming raw water valve.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.

**NORMAL SHUTDOWN FOR THE SPA SCRUBBER**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR DUMPING HEAVY CARS AT EITHER SUMP

**SPA-shutdown-01**  
**01/13/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for dumping overloaded railcars.

**Requirements:** Department of Transportation certification, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR DUMPING OVERLOADED RAILCARS

### TASKS:

1. Remove blank
2. Install blank
3. Open dump valve
4. Close valve

Steps		Key Points	PPE/Hazards
1.	Close the dump valve when the sump level reaches the calculated level.		
2.	Insert the seal pin and attach the new seal tag.		
3.	Attach the blank with a gasket to the bottom of the dump valve assembly and secured with nuts.		
4.	Pull the tank car connected sign.		
5.	Verify the sump level. If needs to be dumped, then dump.	Refer to the pumping sump procedure.	

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

**NORMAL SHUTDOWN FOR DUMPING OVERLOADED RAILCARS**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR DUMPING A HEAVY TRUCK AT THE  
NORTH SUMP

**SPA-shutdown-01**  
**01/11/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for dumping a heavy truck at the north sump.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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## NORMAL SHUTDOWN FOR DUMPING A HEAVY TRUCK AT THE NORTH SUMP

### TASKS:

1. Unhook hose
2. Drain hose

Steps		Key Points	PPE/Hazards
1.	Have the truck driver close his dump valve when the sump level reaches the calculated amount.		
2.	Catch the acid from the hose and connection as you remove the hose from the dump valve of the truck.	A 5-gallon bucket may be used.	
3.	Roll the hose toward the sump to drain the acid from the hose. Wrap the hose around tank 58.		
4.	Verify the level of acid in the sump. Pump the sump.	Refer to pumping the sump procedure.	
5.	Send the truck drive back to the guard shack to be weighed.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR FILLING TANKS 55 AND 56 FROM TANK 57

**SPA-shutdown-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for filling tanks 55 and 56 from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## NORMAL SHUTDOWN FOR FILLING TANKS 55 AND 56 FROM TANK 57

### TASKS:

1. Stop pump
2. Close valve

Steps		Key Points	PPE/Hazards
1.	Check the level of decanted acid in tank 57.	Once the tank 55 or 56 begins to fill with decanted acid.	
2.	Continue to monitor the amount of acid in tank 57 and the amount of room in tank 55 or 56.		
3.	Stop the tank 57 pump.	When tank 57 is empty at 19 feet, or tank 55 or 56 is at the 1-foot level.	
4.	Close all valves pertaining to transfer.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**NORMAL SHUTDOWN FOR SENDING ACID BACK TO PHOS FROM MGA TANKS**

**SPA-shutdown-01**  
**02/07/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for sending acid back to phos from MGA tanks.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## NORMAL SHUTDOWN FOR SENDING ACID BACK TO PHOS FROM MGA TANKS

### TASKS:

1. Stop pumps
2. Close valves

Steps		Key Points	PPE/Hazards
1.	When tank 57 or 58 pump cavitates, shut off the pump.		
2.	Close all valves pertaining to the tank you are draining.		
3.	Record the new levels in the tanks at the SPA control room.	If you need to wash out the tank, perform the procedure to wash out MGA tank.	

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUTDOWN FOR LOADING SPA RAILCAR

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for loading SPA railcar.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

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## NORMAL SHUTDOWN FOR LOADING SPA RAILCAR

### TASKS:

1. Stop pumps
2. Close valves
3. Using tools

Steps		Key Points	PPE/Hazards
1.	When the car is about loaded, the "A" operator goes to filter deck flow meter and control panel.	Tank 28 auto valves to filters should automatically shut off	
2.	Close the filter feed valves on each filter.		
3.	Get a sample from the car with the dip tube.	Refer to getting a SPA car sample procedure.	
4.	Disconnect the chain from the dome; pull the pipe from the car and secure the bottom part of pipe to the top part with the chain.		
5.	Close the dome and secure the nuts on the dome. Attach 2 connected seal tags thru one of the holes in the front two studs.		
6.	Attach product I.D. to the railcar.		
7.	Spray dome area off with water.		
8.	Release ramp, pull up, and secure with chain to the handrail on loading dock.		

### NOTE

AFTER THE CAR IS LOADED, AND PUMPS ARE SHUT OFF, BOTH OPERATORS WORK IN UNISON DOING THE TOP AND BOTTOM OF THE CARS. CARS BEING SHIPPED TO MEXICO NEED WIRE SEAL TAGS; RECORD THE SEAL TAG NUMBERS; AND RELAY THE TAG NUMBERS TO PROPER PERSON FOR SHIPPING.

## NORMAL SHUTDOWN FOR LOADING SPA RAILCAR

Steps		Key Points	PPE/Hazards
9.	Replace placards if they are dirty, ripped, have holes, etc.	Refer to tank car loading report after loading.	
10.	Put new studs in the bottom of the dump valve assembly to hold the blank.		
11.	Verify that the blank gasket is in good working condition.		
12.	Secure the blank with nuts.		
13.	Attach a seal tag through the hole in the seal pin.		
14.	Remove the car-connected sign.		
15.	Call the switch engine crew for a spot for the next carload.		
16.	Make a label for the sample bottle stating, car type, date, type of acid, and which tank.		
17.	Clear the flow meter for railcars on filter deck and the flow meter in the control room.		
18.	Dump the filters, if needed.	Refer to dumping filter procedure.	
19.	Complete full amount of paper work.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL SHUT DOWN FOR TANK 28

**SPA-shutdown-01**  
**7/4/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal shutdown for tank 28.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## START UP FOR TANK 51

### TASKS:

1. Stop pump
2. Stop agitator
3. Open/close valves

### NOTE

**THIS PROCEDURE WILL COVER NORMAL AND EMERGENCY SHUTDOWNS.**

Steps		Key Points	PPE/Hazards
1.	Stop the pump.	The suction valve will close automatically when the pump is stopped. Verify that valve is closed. Also when the level in the tank drops to the low level the pump will stop automatically.	
2.	Stop the agitator.	The agitator will stop automatically when level drops to the low level.	
3.	When loading is completed, blow feed line if necessary.	During freezing temperatures, feed line must be blown out.	

### NOTE

**THE TANK 28 FEED/CIRC PUMPS WILL NEED TO BE ROTATED ONCE A WEEK TO VERIFY THAT THE SUCTION VALVE IS OPERATING PROPERLY**



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



Start-ups





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL START UP OF FILLING TANKS 55 AND 56 FROM TANK 57

**SPA-startup-01**  
02/12/03

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up of filling tanks 55 and 56 from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tank for acid overflow causing environmental spill.</li></ul>



## NORMAL STARTUP FOR FILLING TANKS 55 AND 56 FROM TANK 57

### TASKS:

1. Start pump
2. Open valve

Steps		Key Points	PPE/Hazards
1.	Verify the headers on tank 55 and tank 56 are closed.		
2.	Verify that the tank 55 or 56 drain valves are closed.		
3.	Verify the 52% line main valve is closed.		
4.	Open the top header on tank 57.		

### NOTE

**IF THE LEVEL IN TANK 57 IS CLOSE TO 16 FEET, SWITCH TO BOTTOM HEADER BECAUSE IT CAVITATES AT 16 FEET, THE BOTTOM HEADER CAVITATES AT 19 FEET.**

5.	Verify the wheel valve on the left as you start up the stairs by tank 55 is closed.		
6.	Make sure the truckload out line valve is closed.		
7.	Open the tank 57 splitter valve.		
8.	Verify that the tank 57 overhead valves are closed.		
9.	Open fill valve and tank 58-splitter valve. Close the tank 56 fill valve.	If filling tank 55.	
10.	Open fill valve and verify tank 58-splitter valve and tank 55 fill valve are closed.	If filling tank 56.	
11.	Start the tank 57 pump.		

### NOTE

**IF THERE IS NO FLOW TO TANK 55 OR 56, STOP THE TANK 57 PUMP AND CHECK ALL VALVES. MAKE THE PROPER CORRECTIONS, AND RESTART PUMPS 57 TANKS. RESET THE CIRCUIT BREAKERS, AND CHECK THE FLOW.**

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

NORMAL START UP FOR LOADING A CAR FROM TANK 57

**SPA-startup-02**

**2/18/2005**

**Reviewed Date:** February 18, 2005  
**Reviewed By:** Willie Martinez/ Jared Davis

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup for loading a car from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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# NORMAL STARTUP FOR LOADING A CAR FROM TANK 57

## **TASKS:**

1. Start pump
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot car over sump.	Refer to the tank car loading report.	
2.	Install tank car connected sign, make sure the break is on and ensure the rail chocks are in place		
3.	Drop the loading ramp and secure the chain.		
4.	Perform the pre-load check list on the car to be loaded.		

## **NOTE**

**DURING THE LOADING PROCCSS, THE OPERATOR WILL BE UNABLE TO WASH CARS, PUMP THE SUMPS, OR LOAD TRUCK FROM TANKS 55 OR 56.**

5.	Close the car wash line valve in the pipe rack.		
6.	Close the booster pump valve at the back of the sump.		
7.	Open tank 57 top header valves.	Verify the car is clean.	
8.	Release hose from car washer, place into car, and tie off hose to the dome or dome bolts.		
9.	Close tank 55 overhead valves on the car wash line.		
10.	Close tank 56 overhead valves on the car wash line.		
11.	Open wheel valve by tank.		
12.	Open the sump discharge valve going to phos in front of the shack.		
13.	Open the sump discharge valve going to the car.		
14.	Start tank 57 pump.		
15.	Verify there is flow into the car and that the tie off is secure.		

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**START UP FOR LOADING A SPA TRUCK**

**SPA-startup-01**  
**4/23/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for loading a SPA truck.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	



## START UP FOR LOADING A SPA TRUCK

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot the truck so that the center of the dome hole is aligned with the north side of the deck.		
2.	Get the yard pass from driver, record yard pass delivery number, the carriers name, weights, verify wash slip and product to be loaded, sign yard pass and return to driver.	Carrier must have wash out slip or show documentation that the last product carried in that trailer was the same product from Conda going to be loaded.	
3.	Verify the truck has #1805 placards.		
4.	Verify the belly valves on the truck are closed.		Acid spill.
5.	Place one tank car connected sign in front of the truck, and the other sign behind the truck.		
6.	Place chocks in front and in back of the back wheels.	Leave 1 inch space between chock and tire.	Truck rolling away.
7.	Verify all 3 drain valves on the truck load out line are closed.		
8.	Drop the hose into the dome hole and tie the hose.	Have the truck driver assist in this step.	
9.	Set the flow meter on the filter deck to the truck counter and clear.		
10.	Open the truck line valve.		
11.	Close the rail car line valve.		
12.	Clear the flow meter in the control room.	Perform the starting up the filters procedure.	
13.	Verify that the acid is coming through the hose and is secured when the filters start.	The operator needs to stay within 25 feet of the truck.	
14.	Inspect the truck as it starts filling, for spillage on both top and bottom.		
15.	Monitor the amount of acid in the truck.		

## START UP FOR LOADING A SPA TRUCK

### NOTE

WHEN THE TRUCK IS WITHIN 1000 lbs. OF DESIRED WEIGHT, OPERATOR  
GOES TO THE FILTER DECK.

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

# Agrium

*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**  
**Spa Area**

NORMAL STARTUP FOR LOADING A MGA TRUCK FROM TANK 58

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup for loading a truck from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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## NORMAL STARTUP FOR LOADING A TRUCK FROM TANK 58

### TASKS:

1. Start pump
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Spot the truck so that the center of the dome hole is aligned with north side loading deck.		
2.	Get the yard pass from driver, record yard pass delivery number, the carriers name, weights, verify wash slip and product to be loaded, sign yard pass and return to driver.	Carrier must have wash out slip or show documentation that the last product carried in that trailer was the same product from Conda going to be loaded.	
3.	Install wheel chocks and tank car connected signs prior to loading.		
4.	Verify the truck has clean #1805 placards.	The truck driver changes the placards if needed.	
5.	Verify that the truckload out valve is closed.		

### CAUTION

**IF TRUCK LOAD OUT VALVE IS OPEN AND THE TANK HEADER; THE LINE WILL GRAVITY FEED.**

6.	Open the top header on tank 58.		
7.	Close the car wash line valve in pipe rack.		
8.	Open the grading valve.	Valve is placed just behind the north shack.	

# NORMAL STARTUP FOR LOADING A TRUCK FROM TANK 58

Steps		Key Points	PPE/Hazards
9.	Verify the wheel valve on tank 55 is open.	The valve is on the left as you go up the stairs to tank 55.	
10.	Verify the tank 57-splitter valve is closed.	Verify that truck is clean.	
11.	Put the hose into the truck and tie off the hose to the dome.	Have the truck driver help with this step.	
12.	Measure tank 58 from current level of the acid to the top of the tank.		
13.	Open the truckload out valve.		
14.	Start tank 58 pump.		
15.	Check the flow into the truck.		
16.	Monitor the level in tank 58 with a tape measure.		
17.	Give a product ID tag with a ty-rap to attach to the truck.		

## Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

STARTUP TO TRANS LOAD FROM A MERCHANT GRADE ACID CAR TO  
ANOTHER CAR

**SPA-startup-01**  
**02/18/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a startup to trans load from a merchant grade acid car to another car.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

# **STARTUP TO TRANS LOAD FROM A MERCHANT GRADE ACID CAR TO ANOTHER CAR**

## **TASKS:**

1. Start pumps
2. Open valves
3. Hook hose

Steps		Key Points	PPE/Hazards
1.	Verify the dump valve on the car is centered over the sump.		
2.	Spot the car to be trans loaded behind the car on the car wash.	Refer to the tank car loading report.	
3.	Verify the brakes are set, the wheel chocks are placed on the "A" end of the car, and the tank car connected sing is in place on both cars.		
4.	Close the car wash line valve in the pipe rack.		
5.	Remove dome nuts and bolts from loaded car verify the dome is opened.		
6.	Remove the bottom blank on the car behind the car wash.		
7.	Secure and adapter with a gasket to the bottom of dump valve assembly of the second car.		
8.	Attach a 3-inch reinforced hose to the adapter placed on the car.		
9.	Hook the hose to incoming connection in the southwest corner of the sump and open valve.		
10.	Close the booster pump valve at the back of the sump.		
11.	Verify tank 58 pump discharge valve is open.		
12.	Verify the headers on tank 58 are closed.		
13.	Verify tank 58 "U" valves are closed.		
14.	Open the tank 58 grading level valve.	This is placed behind the shack.	

**STARTUP TO TRANS LOAD FROM A MERCHANT GRADE ACID CAR TO ANOTHER CAR**

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
<b>15.</b>	Verify the tank 55 and tank 56 overhead valves are closed.		
<b>16.</b>	Verify the wheel valve is closed.		
<b>17.</b>	Release the hose from the car washer, place into car, and tie off hose to the dome or dome bolts.		
<b>18.</b>	Open the sump discharge valve that is going to the car.		
<b>19.</b>	Open the sump discharge valve that is going to the phos unit.		
<b>20.</b>	Verify the hose is not leaking around adapter and hose connection.		
<b>21.</b>	Verify the flow going into the car being loaded.		

**NOTE**

**THE TANK 58 PUMP IS GRAVITY FED FROM THE CAR, SO IT MIGHT TAKE A COUPLE OF MINUTES TO START FILLING THE CAR. THE SWITCH GEAR OR CIRCUIT BREAKER FOR THE TANK 58 PUMP IS FOUND IN THE SOUTH BALL MILL THE MCC ROOM.**

<b>22.</b>	Continue to monitor the amount of acid in the first car.		
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**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.

**STARTUP TO TRANS LOAD FROM A MERCHANT GRADE ACID CAR TO ANOTHER  
CAR**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP AFTER TURN AROUND SPA CONVEYORS

**SPA-startup-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up after turn around SPA conveyors.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>		

## START UP AFTER TURN AROUND SPA CONVEYORS

### TASKS:

1. Unlocking breakers
2. Visual inspection

Steps		Key Points	PPE/Hazards
1.	Visually inspect conveyors.	Debris and tools can be caught up in the rollers or get run through the repulpers.	
2.	Verify that repulpers and conveyors are unlocked.	Repulpers and conveyors are interlocked.	
3.	Verify that the water to the conveyors is on and working.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP TO UNLOAD A MGA SEED CAR THROUGH THE CAR WASH  
LINE

**SPA-startup-01**  
**02/18/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up to unload a MGA seed car through the car wash line.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety to footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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# NORMAL STARTUP TO UNLOAD A MERCHANT GRADE ACID SEED CAR THROUGH THE CAR WASH LINE

## TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Wait for notification from phos to start filling the reactor with seed acid.		
2.	Have the switch engine crew bring the string of seed cars to the super phosphoric acid track.		
3.	Verify the seed cars are centered over the car wash sump.		
4.	Verify the brakes are set, the wheel chocks are on the "A" end of the car, and the tank car connected sign is in place.	Call phos and let them know that you have a car spotted, and that you are ready to send seed acid through the car wash.	
5.	Loosen the nuts on the bottom blank.	Loosen the nuts carefully.	If not done properly, the blank will drop on you head, or other body anatomy causing an injury.
6.	Install adapter on dump valve assembly.		
7.	Place the proper sized splash barrel under the dump valve.		
8.	Verify that the sump discharge valve at the car wash that is not being used is closed.	The valve that is going to phos.	
9.	Verify the tank 58 grading valve is closed.		

**NORMAL STARTUP TO UNLOAD A MERCHANT GRADE ACID SEED CAR THROUGH  
THE CAR WASH LINE**

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
10.	Verify the tank 55 overhead valve, and the tank 56 overhead valves are closed.		
11.	Verify the wheel valve by tank 55 is closed.		
12.	Open the sump discharge valve to go to phos, and close the sump discharge valve to the car on the car wash in which is being used.		
13.	Release the ramp chain and drop the ramp.	This is for access to the top of the car.	
14.	Open dome by loosening the nuts starting at the back to release the pressure and working forward until all pressure is released, lift the cover when all the nuts have been loosened and dropped down, except safety bolts.		
15.	Turn on the sump pump and the booster pump.		
16.	Adjust the amount of flow from the car, with the sumps ability to keep up.		
17.	Pull the seal pin and open the dump valve on the car, and adjust the splash barrel to contain the stream of acid.	Open the dump valve slowly, and only open half way.	
18.	Adjust the amount of flow from the car with the sumps ability to keep up.		
19.	Stay in the area to monitor the sump and car level.		
20.	When the railcar is empty, turn off the sump pump.		

**Training Notes:**

1. Must be trained by a qualified A-operator before completing this task.

**NORMAL STARTUP TO UNLOAD A MERCHANT GRADE ACID SEED CAR THROUGH  
THE CAR WASH LINE**



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR REFILTERING A SPA CAR

**SPA-startup-01**  
**02/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for refiltering a SPA car.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## START UP FOR REFILTERING A SPA CAR

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot a clean SPA car at the SPA load out dock.		
2.	Spot the refilter car in front of the clean car.		
3.	Place the handrail safety guard on the clean car.		
4.	Release the loading ramp and secure the chain to the car handrail.		
5.	Release the loading pipe and place it into the car.	Secure the loading pipe to the dome with the chain.	
6.	Inspect the car to be loaded.	Before the loading begins.	
7.	Remove the bottom blank from the refilter car.		
8.	Place the handrail safety guard on the refilter car.		
9.	Remove the dome nuts and open the dome.		
10.	Secure and adapter with a gasket to the bottom of the dump valve assembly on the refilter car.		
11.	Attach a 3-inch reinforced hose to the adapter placed on the car.		
12.	Hook the other end of the hose to the tank 52 drain valve.		
13.	Verify the tank 52 feed line valves into the building are open.		
14.	Stop tank 52-circulation pump.		
15.	Close the tank 52 suction and circulation headers.		
16.	Remove the seal tag and open the dump valve.		



### START UP FOR REFILTERING A SPA CAR

Steps		Key Points	PPE/Hazards
17.	Start tank 52-circulation pump.	Perform the starting up the filters procedure.	
18.	Dump the filters.	Refer to the dumping the filters procedure.	

#### NOTE

**THIS PROCEDURE WILL TAKE ABOUT AN HOUR AND FIFTEEN MINUTES. IF THE FILTERS HAVE A PARTIAL RUN, IT WILL TAKE ABOUT TWO AND HALF HOURS. YOU WILL NOT BE ABLE TO FILL THE NEW CAR FROM THE REFILTERED CAR. WHEN THE CAR HAS BETWEEN 170,000 POUNDS TO 185,000 POUNDS. THE TANK 52 CIRCULATION PUMP WILL CAVITATE.**

#### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL START UP FOR THE SPA SCRUBBER

**SPA-startup-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up for the SPA scrubber.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Pond water</li></ul>	

## NORMAL START UP OF THE SPA SCRUBBER

### TASKS:

1. Start pump
2. Open valves
3. Start fan

Steps		Key Points	PPE/Hazards
1.	Verify valves on pond water return system are open.		
2.	Verify scrubber tank drain is closed.		
3.	Verify the pond water return pump suction valve is open.		
4.	Set the scrubber tank level control to twenty inches.	This is located on the DCS computer in the control room.	
5.	Set the pond water flow on the DCS computer.	442 GPM to 663 GPM	
6.	Start the scrubber pond water return pump.		
7.	Verify that the scrubber fan damper is closed.		
8.	Start the SPA scrubber fan.		
9.	Open the fan damper.		

Standard Operating Control Limits			
SOCL #: Start up of the SPA scrubber 01 02/27/03			
Deviation	Condition	Consequence	Action To Take
High – 664 GPM	High Scrubber Spray Pressure	Exceed legal limit Too much pressure	Adjust Pond Water Flow Auto Valve
Low – 441 GPM	Not enough Spray Pressure	Lower than legal limit	Notify Supervisor Adjust Pond Water Auto Valve

# NORMAL START UP OF THE SPA SCRUBBER

Standard Operating Control Limits			
SOCL #:			
Deviation	Condition	Consequence	Action To Take
High – 9.5	High Differential Pressure	Higher than legal limit	Adjust Scrubber Fan Damper Pull Scrubber Pads & Clean
Low – 6.2	Low Differential Pressure	Lower than legal limit	Adjust Fan Damper Check fan to see if Running Check Pond Water Flow Pull & Clean Sprays

Standard Operating Control Limits			
SOCL #:			
Deviation	Condition	Consequence	Action To Take
High/High – 36 inches	Tank is full	Tank will overflow	Adjust level control
High – 21 inches	This is Set Point		
Low – 10 inches	Tank is considered empty	Pump will cavitate	Stop pump or turn up Pond Water Flow

## Training Notes:

1. Must be trained with a qualified A-operator before completing this task.
2. Explain how to run SPA Scrubber.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**SPA Area**

NORMAL START UP FOR FILLING MGA TANK FROM A RAILCAR

**SPA-startup-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up of filling MGA tank from a railcar.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## NORMAL FILLING A MGA TANK FROM A RAILCAR

### TASKS:

1. Start pump
2. Open valves
3. Hook hose

Steps		Key Points	PPE/Hazards
1.	Verify the dump valve on the railcar being unloaded is centered over the sump.		
2.	Make sure the brakes are set; the wheel chocks are placed on the "A" end of the railcar.	Make sure the tank car connected sign is in place.	
3.	The car wash line valve in the pipe rack is closed.		
4.	Verify the drain valve on the desired MGA tank is closed.		
5.	Remove the bottom blank from the railcar.		
6.	Secure an adapter with a gasket to the car.		
7.	Hook a 3-inch reinforced hose to the adapter placed on the car.		
8.	Hook the hose connector to the tank 58 incoming valve in the southwest corner of the sump and open valve.	Refer to the MGA tank diagram.	
9.	Verify the discharge valve directly above the tank 58 pump is open.		
10.	Make sure the valve in "U" shape is closed on MGA line.	This is placed just right of tank 58 pump.	
11.	Verify the headers on tank 58 are closed.	Refer to MGA tanks diagram.	
12.	Verify the sump discharge valve to phos is closed.	Refer to north car wash diagram.	
13.	Open tank 58 grading valve behind the shack.	Refer to MGA tanks diagram.	

# NORMAL FILLING A MGA TANK FROM A RAILCAR

Steps		Key Points	PPE/Hazards
14.	Open the appropriate valves on the desired tank. On tank 55 verify that tank 56 and 58 overhead, and the tank 57 wheel valves are closed and then open tank 55 overhead valve.	Same as on tank 56-58.	
15.	Install handrail safety guard.		
16.	Open the dome on the top of the car.		
17.	Pull the seal pin and open the dump valve on the car.		
18.	Check for leaks around the adapter, and the hose..	If leaking, close the dump valve and repair as needed. Open dump valve again	
19.	Start the tank 58 pump.		
20.	Check the flow of the MGA tank that is being filled.		

## Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL START UP FOR FILLING TANK 55 AND 56 FROM TANK 58

**SPA-shutdown-01**  
**02/10/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up for filling tank 55 and 56 from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

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# NORMAL START UP OF FILLING TANKS 55 AND 56 FROM TANK 58

## **TASKS:**

1. Start pump
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Verify the car wash line valve in the pipe rack is closed.	Refer to the north car wash.	
2.	Verify that the tank 55 or 56 drain valve is closed.	Refer to PGA tank diagram.	
3.	Verify the discharge valve directly above the 58 lines is closed.		
4.	Verify the valve in big "U" line is coming from the tank 58 line is closed.		
5.	Open the top header on tank 58.		

## **NOTE**

**IF THE LEVEL IN TANK 58 IS CLOSE TO 18 FEET, SWITCH TO THE BOTTOM VALVE BECAUSE IT CAVITATES AT 18 FEET, THE BOTTOM HEADER CAVITATES AT 21 FEET.**

6.	Verify the sump discharge valve to phos is closed.		
7.	Verify the grading valve behind the north shack is open.		
8.	Verify the tank 55 or 56 overhead valves from the car wash line are closed.		
9.	The wheel valve on the left by tank 55 is closed.		
10.	Open the overhead valve on the car wash line.	If you are filling tank 55.	
11.	Open the overhead valve on the care wash line.	If you are filling tank 56.	
12.	Verify the tank 58 overhead valves are closed.		

# **NORMAL START UP OF FILLING TANKS 55 AND 56 FROM TANK 58**

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
<b>13.</b>	Start the tank 58 pump on the main grading about halfway between the stairs and the truckload out area.		
<b>14.</b>	Check the flow on tank 55 or 56 overhead valves.		

## **NOTE**

**IF THERE IS NO FLOW IN TANK 55 OR 56, STOP THE TANK 58 PUMP, CHECK ALL VALVES, RESTART THE TANK 58 PUMP, RESET CIRCUIT BREAKERS, CHECK THE TANKS FLOW, AND REPEAT AS MANY TIMES AS NECESSARY.**

<b>15.</b>	Check the level in tank 58.	Once tank 55 or 56 begins to fill decanted acid.	
<b>16.</b>	Continue to monitor the amount of acid in tank 58 and the amount of room in tank 55 or 56.		

## **Training Notes:**

1. Must be trained by a qualified A-operator before completing this tasks.





*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL STARTUP FOR LOADING A MGA ACID TRUCK FROM TANK  
57

**SPA-startup-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**  
**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up for loading a merchant grade acid truck from tank 57.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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# NORMAL STARTUP FOR LOADING A MERCHANT GRADE ACID TRUCK FROM TANK 57

## TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot the truck so that the center of the dome hole is aligned with north side of the loading deck.		
2.	Get the yard pass from driver, record yard pass delivery number, the carriers name, weights, verify wash slip and product to be loaded, sign yard pass and return to driver.	Carrier must have wash out slip or show documentation that the last product carried in that trailer was the same product from Conda going to be loaded.	
3.	Install wheel chocks and tank car connected signs prior to loading.		
4.	Verify the truck has clean #1805 placards.	The truck driver changes the placards if needed.	
5.	Verify the tank 55 or 56 header valve is closed.		
6.	Verify the truckload out valve is closed.		
7.	Go to the 52% load out dock.		

## CAUTION

**IF TRUCK LOAD OUT VALVE IS OPEN AND THE TANK HEADER THE LINE  
GRAVITY FEED.**

8.	Open the top header on tank #57.		
----	----------------------------------	--	--

**NORMAL STARTUP FOR LOADING A MERCHANT GRADE ACID TRUCK FROM  
TANK 57**

<b>Steps</b>		<b>Key Points</b>	<b>PPE/Hazards</b>
9.	Verify the wheel valve on tank 57 is closed.	It is on the left as you go up to the stairs to tank 57.	
10.	Verify the tank splitter valve is closed.	Verify that the truck is clean.	
11.	Put the hose into the truck; then tie off the hose to the dome.	Have the truck driver assist you in this step.	
12.	Measure tank 57 from the current level of the acid to the top of the tank.		
13.	Calculate how much acid is needed in the truck.		
14.	Open the truckload out valve.		
15.	Check the flow into the truck.		
16.	Monitor the level in tank 57 with a tape measure.		
17.	Give him a product ID tag with a ty-rap to attach to the truck.		

**Training Notes:**

1. Must be trained by a qualified A-operator before completing this task.

NORMAL STARTUP FOR LOADING A MERCHANT GRADE ACID TRUCK FROM  
TANK 57



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR LOADING A MGA TRUCK FROM TANK 55 OR TANK 56

**SPA-startup-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up for loading a MGA truck from tank 55 or 56.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	



## LOADING A MGA TRUCK FROM TANK 55 OR TANK 56

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot the truck so that the center of the dome hole is aligned with the north side of the loading deck.	Decide what tank needs to be used to load the truck.	
2.	Get the yard pass from driver, record yard pass delivery number, the carriers name, weights, verify wash slip and product to be loaded, sign yard pass and return to driver.	Carrier must have wash out slip or show documentation that the last product carried in that trailer was the same product from Conda going to be loaded.	
3.	Install wheel chocks and tank car connected signs		
4.	Verify the truck has clean #1805 placards.	The truck driver will change the placards if it is needed.	
5.	Verify the top and bottom headers on tank #57 are closed.		
6.	Verify that tank #55 or 56 header valves are closed.		
7.	Verify that the truckload out valve is closed.		

### CAUTION

**IF THE TRUCK LOAD OUT VALVE IS OPEN, AND THE TANK HEADER VALVE IS OPEN, THE LINE WILL GRAVITY FEED**

8.	Open the header valve on tank 55 or 56.		
9.	Verify the wheel valve on tank 55 is closed.	It is on the left, as you start to go up the stairs to tank 55.	
10.	Verify the tank 57-splitter valve is closed.	Verify that the truck is clean.	
11.	Put the hose into the truck and tie off the hose to the dome.	The truck driver will assist in this step.	

## LOADING A MGA TRUCK FROM TANK 55 OR TANK 56

Steps		Key Points	PPE/Hazards
12.	Measure tank 55 or 56 from the current level of the acid to the top of the tank.	Use the formula for calculating how much acid is needed in the truck.	
13.	Open the truckload out valve.		
14.	Start the tank 57 pump.		
15.	Check the flow into the truck.		
16.	Monitor the level in tank 55 or 56 with a tape measure.		
17.	Give the truck driver a product ID tag with a ty-rap to attach to the truck.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL STARTUP FOR FLOCCING TANK 57 AND 58

**SPA-startup-01**  
**02/11/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup for floccing tank 57 and 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tank for acid overflow causing environmental spill.</li></ul>

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## NORMAL STARTUP FOR FLOCCING TANK 57 AND 58

### TASKS:

1. Start pumps
2. Open valves
3. Roll up hoses

Steps		Key Points	PPE/Hazards
1.	Fill the floc tank with raw water until it is about $\frac{3}{4}$ full.		
2.	Plug in the agitator to circulate the water.		
3.	Use a 5-gallon bucket and fill it with floc from phos.	Ask one of the filter operators where to get the floc.	
4.	Pour the floc in the top of the tank and let it mix with the water.		
5.	When adding floc to tank 57 or 58 the tanks need to be circulating.	Refer to filling 52% tanks from phos.	

### NOTE

**IF THERE IS NO FLOW, STOP TANK 57 PUMP AND CHECK ALL VALVES, THEN START THE TANK 57 PUMP. REPEAT STEPS AS NECESSARY.**

6.	Locate the floc pump on the ground between the floc tank and tank 55.		
7.	Connect a short hose from the bottom the tank to bottom connector on the floc pump.		
8.	Connect another hose to the top of the pump.	The length of the hose must be long enough to reach the valve on the line going into tank 57 to tank 58 pump.	
9.	Verify that the floc pump works.	If it does not work contact your supervisor.	

## NORMAL STARTUP FOR FLOCCING TANK 57 AND 58

Steps		Key Points	PPE/Hazards
10.	Connect a check valve on the end of the hose coming from the floc pump. Verify the direction is right.		
11.	Connect the check valve to the valve just before that tank 57 or 58 pump on the line going to the pump.		
12.	Open valve just in front of the check valve.		
13.	Verify the floc valve is open.		
14.	Plug the floc pump to an electrical source.		
15.	Check the pump for oil.	Add oil if needed.	
16.	Measure the level of the floc tank hourly to verify that the floc is going into the tank.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing the task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**  
**Spa Area**

NORMAL STARTUP FOR LOADING A CAR FROM TANK 58

**SPA-startup-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup for loading a car from tank 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	+++++

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## A NORMAL STARTUP FOR LOADING A CAR FROM TANK 58

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Stop car over sump.		
2.	Put tank car connected sign up, check brake and ensure that the rail chocks are in place.		
3.	Drop the loading ramp and secure with the chain.		
4.	Perform the pre-load inspection check list on the car to be loaded.		

### NOTE

**DURING THE LOADING PROCESS, UNABLE TO WASH CARS, OR PUMP SUMPS.**

5.	Close the north car wash line valve in the pipe rack.		
6.	Close the booster pump valve at the back of the sump.		
7.	Open tank 58 top header valves.	Verify that the car is clean.	
8.	Release the hose from the car washer, place hose into the car, and tie off hose to the dome or dome bolts.		
9.	Close the wheel valve.	Going to the main deck, left of the stairs.	
10.	Close the tank 55 overhead valve on the car wash line.		
11.	Close the tank 56 overhead valve on the car wash line.		
12.	Close the tank 58 overhead valve.		
13.	Open the tank 58 grading valve.		
14.	Open the sump discharge valve going to phos.		
15.	Open the sump discharge valve going to the car.		

**A NORMAL STARTUP FOR LOADING A CAR FROM TANK 58**

16.	Start the tank 58 pump.	Between the stairs and the end of the load out deck.	
17.	Verify there is flow into the car and that the hose is secure.		

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR LOADING MERCHANT GRADE ACID SEED CARS FOR  
TURN AROUND

**SPA-shutdown-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**  
**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for loading merchant grade acid seed cars for turn around.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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## LOADING MERCHANT GRADE ACID SEED CARS FOR TURN AROUND

### TASKS:

1. Call phos
2. Open valves

### NOTE

THE CAR CAN BE A SUPER PHOSPHORIC ACID CAR, OR A MERCHANT GRADE ACID CAR WHICH IS PREFERRED IF AVAILABLE.

Steps		Key Points	PPE/Hazards
1.	Initially phos will call and let you know that they want to load the seed cars.		
2.	Have the switch engine crew spot two cars on the south car wash and one at the north car wash.		
3.	Verify the brakes are set, the wheel chocks are placed on the "A" end of the car, and the tank car connected sign is in place.		
4.	Verify dump valve is closed and the seal pin is secured.		
5.	Close the booster pump valve at the back of the sump.		
6.	Drop the loading ramp.		
7.	Release hose from car washer, place into car, and tie off hose to the dome or dome belts.		
8.	Open the sump discharge going to phos in front of the south car wash shack.		
9.	Open the sump discharge valve going to the car.		
10.	Let phos know you are ready to load the car.		

### CAUTION

A RESPIRATOR SHOULD BE USED WHILE CHECKING THE LOADING OF THE CAR; THE WIND CAN BLOW THE FUMES INTO THE CAR WASH SHACK SO BE PREPARED. THE OPERATOR NEEDS TO BE IN THE AREA WHILE THE CAR IS LOADING.

LOADING MERCHANT GRADE ACID SEED CARS FOR TURN AROUND

11.	Verify the flow is going into the car and that the tie off is secure.		
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**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR LOADING A SUPER PHOSPHORIC ACID RAILCAR

**SPA-start-up-02**

**02/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for loading a super phosphoric acid railcar.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

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## START UP FOR LOADING A SUPER PHOSPHORIC ACID RAILCAR

### TASKS:

1. Start pumps
2. Open valves
3. Using tools

Steps		Key Points	PPE/Hazards
1.	Have the switch engine crew spot a car at the super phosphoric acid loading dock.		
2.	Place tank car connected sign in front of the car. Ensure that rail chocks are in place and the brake is set		
3.	Release loading ramp and secure with chain around handrail on the car.		
4.	Perform the pre-check list on the car to be loaded		
5.	Release the chain from the load out pipe and place the pipe into the car using the chain connected to the pipe to secure it to the dome.		
6.	Verify the flow meter on the filter deck is set to the rail car counter and cleared.	Perform the starting up the filter procedure.	

### NOTE

**RECORD THE INFORMATION ON THE PHOS LOADING LOG SHEET AND LOG BOOK; NUMBER OF THE CAR, ENTER DATE LOADED; ENTER PRODUCT TYPE, START AND STOP TIME, SEAL TAG NUMBERS, TANK NUMBER, AND LOADING OPERATOR.**

7.	Clear the flow meter in the control room.		
8.	Perform the starting up the filters procedure.		
9.	Continue to monitor the amount of acid going into the car.		
10.	Monitor the filters by sight, sound, and the different controls.		
11.	Verify the amount of acid in the car to see if the car will be loaded during this run.	If the filters need to be dumped, refer to dumping the spa filters procedure.	

## START UP FOR LOADING A SUPER PHOSPHORIC ACID RAILCAR

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL STARTUP TO LOWER THE PERCENT OF ACID IN TANK 57 OR  
58

**SPA-shutdown-01**  
**02/21/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup to lower the percent of acid in tank or 58.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

Page 1 of 3

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## NORMAL STARTUP OF LOWERING THE PERCENT OF ACID IN TANK 57 OR 58

### TASKS:

1. Start up water
2. Hook up hose

Steps		Key Points	PPE/Hazards
1.	Will need two 3-inch fire hoses but	Do not use the fire hoses in the red box because it is for the emergency response team.	
2.	Connect the fire hose to the fire hydrant north of the oilier shack or west of tank 58.		
3.	Connect the fire hose to the water pipe on tanks 57 or 58.		
4.	Measure the level of acid in the top of tank 57 or 58. The free board measurement will be different from the actual measurement.		

### NOTE

YOU WILL FILL THE TANK 3 OR 4 INCHES FROM THE TOP. IT IS RECOMMENDED THAT YOU DO NOT FILL ANYMORE BECAUSE OF THE WIND, RAIN, ETC.

5.	Calculate the amount of water needed to change to the desired percentage.		
6.	Open the fire hydrant valve.	Open the valve to the complete capacity.	
7.	Check for leakage in the fire hoses. Tighten the hoses and connections.	Keep the leakage at a minimum.	
8.	Open the water valve at the top of the tank 57 or 58.		
9.	Continue to monitor the filling of the tank with water until you get the desired level.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing the task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR DUMPING HEAVY CARS AT EITHER SUMP

**SPA-startup-01**  
**02/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for dumping heavy cars at either sump.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Wrench.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## START UP FOR DUMPING HEAVY CARS AT EITHER SUMP

### TASKS:

1. Remove blanks
2. Install blanks
3. Open dump valve
4. Close dump valve

Steps		Key Points	PPE/Hazards
1.	Position the heavy car so that the dump valve is centered over the sump.		
2.	Verify the brakes are set, the wheel chocks are placed on the "A" end of the car, and the tank car connected sign is in place.		
3.	Measure the sump from the top of the grading to the acid.	Measure in the same place every time.	
4.	Calculate the amount of acid to drain by subtracting the calculated amount from the measurement, place tape in grading in the same place as it was measured before.	Adjust the amount on the tape measure.	
5.	Verify the sump has enough room to drain the calculated amount.	If there is not enough room, perform the pumping the sumps procedure.	
6.	Remove the nuts with a wrench from the bottom blank on the car.		
7.	Break the seal tag with a wrench and pull the seal pin.		
8.	Place a splash barrel under the car centered under the dump valve.		
9.	Open the dump valve on the car.	Open the dump valve part way. Monitor the level of the sump.	Splashing acid.

### NOTE

**IF YOU OPEN THE DUMP VALVE ALL THE WAY, IT WILL STICK OPEN AND BE VERY DIFFICULT TO CLOSE.**

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

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**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP FOR DUMPING HEAVY TRUCK AT THE NORTH SUMP

**SPA-startup-02**

**2/18/2005**

**Reviewed Date: February 18, 2005**

**Reviewed By: Willie Martinez/ Jared Davis**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a startup for dumping heavy truck at the north sump.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	.

## STARTUP FOR DUMPING A HEAVY TRUCK AT THE NORTH SUMP

### TASKS:

1. Hook drain hose

Steps		Key Points	PPE/Hazards
1.	Position the truck so that the truck dump valve is straight across from the north sump at the merchant grade acid load out.		
2.	Verify the brakes are set, the wheel chocks are placed on the "A" end of the car, and the tank car connected sign is in place.		
3.	Turn off the sump pump to get an accurate measurement if the car wash is running.		
4.	Attach the hose to the selected dump valve on the truck, put the other end into the sump, and lodge or secure the hose to keep the discharge in the sump.		
5.	Measure the depth of the sump measuring the distance of the acid in the sump from the top of grading to the acid.	Measure in the same place because each location will have different measurements.	
6.	Calculate the amount to the dump by subtracting the calculated amount from the original measurement; place the tape in the grading same places as it was measured before.		
7.	Verify the sump has enough room to dump the calculated amount.	If there is not enough room, perform the pumping sumps procedure.	
8.	Open the dump valve on the truck.	Monitor the level of the sump. Verify the hose stays in the sump containment area.	

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL START UP FOR FILLING MGA TANK FROM PHOS THROUGH  
THE 52 OR THE CARWASH LINE

**SPA-startup-01**  
**02/21/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal start up for filling MGA tanks from phos through the 52 or the carwash line.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

**NORMAL START UP FOR FILLING MGA TANK FROM PHOS THROUGH THE 52 OR THE CARWASH LINES.**

**TASKS:**

1. Open valves
2. Close valves
3. Start pump

Steps		Key Points	PPE/Hazards
1.	Verify that the drain valve on the tank that is being filled is closed.		
2.	Verify that the header on the tank that is being filled is closed.		
3.	Open the main MGA line valve coming from phos.	When using the car wash line, open the valve in the pipe rack and the wheel valve.	
4.	Open the appropriate valves for the desired tank.	Refer to the 52% tank diagram.	
5.	When phos calls saying they are ready, go to the north car wash and verify that the tank you are filling has a flow.		

**NOTE**

**AS THE TANK FILLS, YOU HAVE A GOOD ESTIMATE OF WHEN THE TANK WILL REACH 1 FOOT. NOTIFY PHOS ABOUT AN HOUR BEFORE THE ESTIMATED TIME SO THEY CAN PLAN WHEN TO SHUT OFF THE FLOW AND SWITCH TO ANOTHER TANK. COMMUNICATE WITH THE A-EVAP AND WORK WITH HIS/HER NEEDS.**

6.	Call phos when the tank is full at 1 foot so they can turn off the pumps.		
7.	Verify to phos by calling them and telling them that the flow has stopped when it quits.		

**Training Notes:**

1. Must be trained with a qualified A-operator before completing this task.

NORMAL START UP FOR FILLING MGA TANK FROM PHOS THROUGH THE 52 OR  
THE CARWASH LINES.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL START UP FOR TANK 51

**SPA-startup-01**  
**05/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup for tank 51.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## START UP FOR TANK 51

### TASKS:

1. Start pump
2. Start agitator
3. Open valves

### NOTE

**THIS PROCEDURE WILL COVER NORMAL START UPS AND TRANSFERS**

Steps		Key Points	PPE/Hazards
1.	Open the discharge and recirc valves.		
2.	Start the agitator when the tank free board level is at 21'6".		
3.	Start the circ pump.	The suction valve will open automatically when the pump is started	
4.	When transferring or loading out of tank 51, open the valve on the new manifold pertaining to the transfer being done.	These valves are located west of the circ pump.	
5.	Close the recirc valve on the new manifold.		



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL STARTUP OF TANK 26

**SPA-startup-01**  
**05/09/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal startup of tank 26.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** This procedure.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## NORMAL STARTUP FOR TANK 26

### TASKS:

1. Start pump
2. Start agitator
3. Open valves

Steps		Key Points	PPE/Hazards
1.	Verify that the tank level is at 21'6		
2.	Start the tank agitator	This is done on the D.C.S. computer	
3.	Verify that the valves on the line to phos and on the recirc line are open.	Coordinate with the "B" evap operator on this step.	
4.	Open the bottom discharge valve		
5.	Open the top discharge valve part way		
6.	Start the pump.	The pump will not start until the suction valve opens. The pump and suction valve are inter locked	
7.	Open the top discharge valve all the way.		
8.	Call the "B" evap to verify flow.		

### Training Notes:

1. Must be trained by the area S.M.E. before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP AFTER TURN AROUND OF THE SPA TANKS

**SPA-startup-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up after turn around of the SPA tanks.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** wrenches.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

Page 1 of 3

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## START UP AFTER TURN AROUND OF THE SPA TANKS

### TASKS:

1. Remove pancakes
2. Blow lines

Steps		Key Points	PPE/Hazards
1.	Verify that all pancakes are removed and lines are put together.		
2.	Verify that all lines are blown out and drained of all water.		
3.	Verify that tank headers are blown out and cleaned.		
4.	Verify that tank is cleaned and dry.		
5.	Install man way door on the tanks.		
6.	Verify that the super unit product lines are not pancaked and set up to the proper tank.		
7.	Transfer tanks as needed.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

NORMAL STARTUP FOR PUMPING ACID FROM THE MGA TANKS TO  
PHOS

**SPA-startup -01**  
**02/14/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal. Startup for pumping acid from the mga tanks to phos.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## START UP FOR PUMPING ACID FROM THE MGA TANKS TO PHOS

### TASKS:

1. Start pump
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Open the header on the tank your draining.		
2.	Open the wheel valve for draining tanks 55, 56, and 57.		
3.	Open the grading valve for draining tank 58.		
4.	Call phos and verify they are ready.		
5.	Verify the valves are closed going to the car washer.		
6.	Open the carwash line valve in the pipe rack.		
7.	Start the proper pump for the tank that is being drained.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

START UP AFTER TURN AROUND SPA FILTERS

**SPA-startup-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform start up after turn around SPA filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Wrenches.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## START UP AFTER TURN AROUND SPA FILTERS

### TASKS:

1. Blow lines
2. Install cloths
3. Remove blanks

Steps		Key Points	PPE/Hazards
1.	Verify that all pancakes are removed and lines are put together.		
2.	Verify that feed and product lines are blown out and drained.	Line will be full of water.	
3.	Verify plates are cleaned and ready for cloths.		
4.	Install cloths.	Refer to cloth changing procedures.	
5.	Verify booster pumps are unlocked and ready for service.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

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**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Super Phosphoric Acid**

**NORMAL START UP OF THE CAR WASH SYSTEM**

**SPA-start up of car wash -01**  
**02/06/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform start up of the car wash system.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Wrenches, steam lance.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hardhat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Possible acid splash</li></ul>	<ul style="list-style-type: none"><li>• Cause of sump environmental spill</li></ul>

## NORMAL START UP OF THE CAR WASH SYSTEM

### TASKS:

1. Using wrenches
2. Starting pumps

Steps		Key Points	PPE/Hazards
1.	Verify the level of the car wash sump.	If the sump is low, fill to the top of the sump pump with raw water, if the pump is high; perform the procedure to pump the sumps.	
2.	Make sure the brakes are set, the wheels are chocked on the A-end of the railcar, the tank railcar connected sign is in place and the handrail safety guard is in place.		

### NOTE

**THE CHOCKS ARE TO BE PLACED ON THE A-END OF THE RAIL CAR.**

3.	Verify the car is spotted over the middle of the car wash pump.		
4.	Loosen the nuts on the bottom blank.		Do so carefully so the blank will not drop down and hit any part of your body.
5.	Place the proper size splash barrel under the dump valve.		

## NORMAL START UP OF THE CAR WASH SYSTEM

### NOTE

**DURING COLD WEATHER, THE DUMP VALVE COULD BE FROZEN. DO NOT FORCE THE VALVE OPEN; IT MAY BREAK THE SHEAR PIN USE STEAM TO THAW THE ACID IN THE VALVE.**

	Steps	Key Points	PPE/Hazards
6.	Slowly open the dump valve to bleed possible pressure in the car.	If you don't hear the pressure being released, continue to open valve.	

### DANGER

**STEP BACK, THERE IS SOMETIMES A DELAYED REACTION AND THE PRESSURE INSIDE THE CAR WILL FORCE THE ACID TO SURGE OUT OF THE RAILCAR.**

### NOTE

**IF THE ACID HAS NOT FLOWED FROM THE DUMP VALVE, THE CAR IS EITHER EMPTY OR HAS AN OBSTRUCTION.**

7.	Verify the steam is off the steam wand.	If plugged, leave the wand in the hole and slowly turn on the steam wand to break obstruction.	
8.	Use the steam wand to check to see if the dump valve hole is plugged or clear.	Turn off to see if pressure is released.	

### DANGER

**IF YOU HAVE STEAMED THE DUMP VALVE FOR 30 MINUTES AND THE STEAM HAS NOT BROKEN THE OBSTRUCTION, CONTACT YOUR SHIFT SUPERVISOR AT ONCE.**

9.	Verify that the valve is free flowing and not restricted.		
----	---	--	--

## NORMAL START UP OF THE CAR WASH SYSTEM

### NOTE

**IF YOU HEAR AIR ESCAPING FROM UNDER THE DOME WHILE LOOSING THE NUTS, DO NOT PRESS DOWN THE VACCUM RELIF VALVE TO RELEASE THE PRESSURE.**

	Steps	Key Points	PPE/Hazards
10.	Release the ramp chain and drop the ramp for access to the car.		
11.	Carefully open the dome by loosening the nuts by starting at the back.		

### NOTE

**LUBRICATE THE CAR WASHER ONCE A DAY SHIFT, THERE ARE 2 GREASE FITTINGS ON THE CAR WASHER.**

12.	Check the level of the remaining acid left in the railcar.	If the acid level is high and sump is high, you will need to pump the sumps.	
13.	Remove the car washer from the storage position and place in into the railcar with handle facing east and west.		
14.	Verify that the sump discharge valve to the railcar that is located on the south side of the ramp is open and sump discharge valve to phos is closed.		
15.	Verify that the discharge valve on the booster pump is open at the back of the sump.	Check the level of each hydraulic tube reservoir inside the shack.	
16.	Take off the bolt on the top of the cylinder with the wrench provided.	Select the appropriate funnel and attach.	
17.	Check the car washer to verify that all cam lock fittings are closed.		
18.	Turn on the car wash sump pump switch in the shack on the north side.		
19.	Start the car wash booster pump.		

### NORMAL START UP OF THE CAR WASH SYSTEM

Steps		Key Points	PPE/Hazards
20.	Turn on the hydraulic air switch.		
21.	Start both hydraulic switches.	Check the car washer cam lock fittings for leaks.	
22.	Check the bottom of car for the discharge.		
23.	Place the steam wand in the dump valve hole and slowly turn on the steam to breakup the solids.	When the steam wand breaks thru the obstruction turn off the steam and remove the wand.	
24.	Place the wand back into the sump and set the steam to the original setting.		

#### NOTE

**DURING THE COLD WEATHER, PUT THE STEAM ON THE NEXT RAILCARS DUMP VALVE ASSEMBLY TO ENABLE THE OPERATOR TO OPEN THE DUMP VALVE HANDLE WHEN THE NEXT RAILCAR IS TO BE WASHED.**

#### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.

NORMAL START UP OF THE CAR WASH SYSTEM



*Conda Phosphate Operations*

**OPERATIONS PROCEDURE  
ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### SPA

Normal Start up of North TK 28 feed pump

**SPA-start up-01**  
**6/11/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform normal start up of the North TK 28 feed pump.

**Requirements:** Knowledge of this procedure.

**Required Documents:** This procedure.

**Tools and Equipment:** No tools or equipment needed during this procedure.

PPE	Hazards	Environmental Considerations
Standard PPE. Hard hat, safety glasses, steel toe boots, work gloves..	Possible contact with acid.	Care must be taking when filling. Monitor flanges, doors, piping, pumps for leaks.

## Normal startup of north tank 28 feed pump

### TASKS:

1. Open valves.
2. Close valves.

Steps		Key Points	PPE/Hazards
1.	Verify the manual valve on the suction and the two manual valves on the discharge of the South 28 feed pump are closed.	Isolate pump when not in use.	
2.	Open one manual valve on the suction and two manual valves on the discharge on the North 28 feed pump.		Dead heading the pump.
3.	Verify that #1, #2, and #3 filter feed valves are closed.		Acid flow to the filters.
4.	Set PVC-11 in manual at 100% open.	Verify that control valve is open.	Dead heading the pump.
5.	Start pump.	Verify suction valve opens and pump is operating properly.	



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### SPA

Filtering SPA from TK 28

**SPA-start up-01**  
**6/14/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to Filter SPA from TK 28.

**Requirements:** Knowledge of this procedure.

**Required Documents:** Signed off on the Normal Operation of the SPA filters procedure.

**Tools and Equipment:** No tools or equipment needed during this procedure.

PPE	Hazards	Environmental Considerations
Standard PPE. Hardhat, safety glasses, steel toe boots, work gloves.	Possible contact with acid.	Pipe needs to be secured in rail car or truck before starting filters.

## Filtering SPA from tank 28

### TASKS:

1. Open valves.
2. Close valves.

Steps		Key Points	PPE/Hazards
1.	Verify the tk 51 feed line valve is closed.	Isolate tk 51 feed line. This valve is located South of Scrubber catwalk.	May need safety harness.
2.	Verify the tk 28 feed line valve is open.	Open line to the filters. This valve is located South of Scrubber catwalk.	May need safety harness.
3.	Verify valve going to # 1 booster pump is closed.	Isolate # 1 booster pump.	Pinch points, back strain.
4.	Verify # 1, #2, and #3 filter feed line valves are open.	Open line to filters. These valves are accessible from bottom floor.	Pinch points, back strain.
5.	Verify that the old #1 Durco and Sperry feed valves are closed.	Isolate # 1 booster pump.	Pinch points, back strain.
6.	Open filter feed line valves.	Verify filters are pressured up and pipe is in car or truck. Verify pressure control valves are set at 100 lbs/psi.	Possible contact with acid.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### SPA

Initial Start up of TK 28

**SPA-start up-01**  
**6/11/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform initial start up of TK 28.

**Requirements:** Knowledge of this procedure.

**Required Documents:** This procedure.

**Tools and Equipment:** No tools or equipment needed during this procedure.

PPE	Hazards	Environmental Considerations
Standard PPE. Hardhat, safety glasses, steel toe boots, work gloves.	Possible contact with acid.	Care must be taking when filling. Monitor flanges, doors, piping, and pump seals for leaks.

## Initial startup of tank 28

### TASKS:

1. Open valves.
2. Close valves.

Steps		Key Points	PPE/Hazards
1.	Verify with "A" Evap operator witch SPA supply line will be used to fill tank.	Verify that valves # 174, 175, 176, 178, 179, 180, 181, 182, are closed on #1 SPA supply line and valves # 183, 184, 186, 189, 190, 192, 193, 194, 195, are closed on #2 SPA supply lines, all drain and wash valves.	Transferring acid to the wrong tank or to the ditch.
2.	Open valve # 177 and the two valves on #1 Spa supply line on top of tank 28.	Verify wash line to ditch is closed.	Dead heading #1 product cooler pump or pumping acid to the ditch.
3.	Open valves # 185,191 and the two valves on #2 Spa supply line on top of tank 28.	Verify wash line to ditch is closed.	Dead heading #2 product cooler pump or pumping acid to the ditch.
4.	Verify flow in supply lines.	Watch for leaks.	
5.	Verify that the manual valve on the suction and the two discharge valves on the North 28 feed pump are closed.	Isolate pump when not in use.	
6.	Open one manual valve on the suction and two manual valves on the discharge of the South 28 feed pump.		Dead heading the pump.
7.	Verify the #1, #2, and #3 filter feed valves are closed.		Acid flow to the filters.
8.	When tank reaches 21.6 free board start the South 28 feed pump.	The suction valve will open automatically when pump is started.	
9.	Start agitator.	Agitator will speed up or slow down according to acid level.	



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### CHANGING CLOTHS ON THE SPA FILTERS

**SPA-startup-01**  
**02/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform the changing of cloths on the SPA filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Knives and channel locks.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

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## CHANGING CLOTHS ON THE SPA FILTERS

### TASKS:

1. Strip cloths
2. Install cloths
3. Pull cloth pins

### NOTE

**WHEN CHANGING CLOTHS ON THE SPERRY, THIS NEEDS TO BE DONE AT THE TOP OF THE FILTER, AND THE CLARITY PORTS NEED TO BE REMOVED.**

Steps		Key Points	PPE/Hazards
1.	Isolate and lockout the filter feed and product valves.		
2.	Open the filter.		
3.	Using the mouse to move all the plates forward. This will give you maximum room to pull cloths starting from the back.		
4.	Pull the pins from the top of the plate.		
5.	Let the cloth drop down, one operator cuts the rubber center of the cloth while the other operator holds both sides of the cloth.		
6.	Push the plate to the end of the filter, after the cloth has been pulled off.		
7.	Put a new cloth on the plate.		

### NOTE

**TO PUT THE CLOTH THROUGH THE CENTER OF THE PLATE, IT NEEDS TO BE FOLDED AND ROLLED.**

8.	Replace the pins use three pins if possible.		
----	--	--	--

### NOTE

**THE END WILL HAVE A DIFFERENT KIND OF CLOTH. THE CLOTH DOES NOT HAVE A HOLE IN THE MIDDLE.**

### CHANGING CLOTHS ON THE SPA FILTERS

Steps		Key Points	PPE/Hazards
9.	Verify the bottoms of the new cloths are not folded.		
10.	Close the filter.		
11.	Place the filter cloths in the Maytag.		
12.	Fill the Maytag with water and steam.	Soak for 24 hours.	
13.	Remove cloths from Maytag and place them on a pallet.		
14.	Store the washed cloths in the area designated for storage by the environmental department.		

#### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### START UP FOR REFILTERING A SPA CAR

**SPA-startup-01**  
**02/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a start up for refiltering a SPA car.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## START UP FOR REFILTERING A SPA CAR

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Spot a clean SPA car at the SPA load out dock.		
2.	Spot the refilter car in front of the clean car.		
3.	Place the handrail safety guard on the clean car.		
4.	Release the loading ramp and secure the chain to the car handrail.		
5.	Release the loading pipe and place it into the car.	Secure the loading pipe to the dome with the chain.	
6.	Inspect the car to be loaded.	Before the loading begins.	
7.	Remove the bottom blank from the refilter car.		
8.	Place the handrail safety guard on the refilter car.		
9.	Remove the dome nuts and open the dome.		
10.	Secure and adapter with a gasket to the bottom of the dump valve assembly on the refilter car.		
11.	Attach a 3-inch reinforced hose to the adapter placed on the car.		
12.	Hook the other end of the hose to the tank 52 drain valve.		
13.	Verify the tank 52 feed line valves into the building are open.		
14.	Stop tank 52-circulation pump.		
15.	Close the tank 52 suction and circulation headers.		
16.	Remove the seal tag and open the dump valve.		

### START UP FOR REFILTERING A SPA CAR

Steps		Key Points	PPE/Hazards
17.	Start tank 52-circulation pump.	Perform the starting up the filters procedure.	
18.	Dump the filters.	Refer to the dumping the filters procedure.	

#### NOTE

**THIS PROCEDURE WILL TAKE ABOUT AN HOUR AND FIFTEEN MINUTES. IF THE FILTERS HAVE A PARTIAL RUN, IT WILL TAKE ABOUT TWO AND HALF HOURS. YOU WILL NOT BE ABLE TO FILL THE NEW CAR FROM THE REFILTERED CAR. WHEN THE CAR HAS BETWEEN 170,000 POUNDS TO 185,000 POUNDS. THE TANK 52 CIRCULATION PUMP WILL CAVITATE.**

#### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

INITIAL STARTUP OF TANK 26

**SPA-startup-01**

**05/04/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform initial startup of tank 26.

**Requirements:** Knowledge of this procedure.

**Required Documents:** This procedure.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## INITIAL STARTUP OF TANK 26

### TASKS:

1. Open valves
2. Close valves

Steps		Key Points	PPE/Hazards
1.	Open the 2 valves on the recirc line from phos to the new tank 26.	These valves are located on the west side of the old tank 26.	
2.	Open the valve on top of the old tank 26 going to the new tank 26.		
3.	Close the valve going to the old tank 26.		
4.	Open the Grinnell valve on the recirc line inside phos.	Get with the "B" evap operator for this.	
5.	Verify there is flow in the new tank 26.		
6.	Close the valve on the spa sump line going to the old tank 26.	This valve is located on the west side of the old tank 26.	
7.	Open the valve on the spa sump line to the new tank 26.	This valve is located on the west side of the old tank 26.	
8.	When the acid level in the tank is showing 12'6 freeboard measurement, the agitator and pump will need to be started.	This is done on the D.C.S. computer in the spa control room.	

### NOTE

**WHILE FILLING THIS , THE LINES WILL NEED TO BE INSPECTED FOR LEAKS.**

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.





*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

INITIAL START UP FOR TANK 51

**SPA-startup-01**

**05/15/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform an initial startup for tank 51.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	<ul style="list-style-type: none"><li>• Care must be taken while transferring.</li><li>• Monitor tanks for acid overflow causing environmental spill.</li></ul>

## INITIAL START UP FOR TANK 51

### TASKS:

1. Open valves
2. Close valves.
3. Start pump and agitator

Steps		Key Points	PPE/Hazards
1.	Open the two new valves on #1 super unit line going into tank 51.	Verify that all drain and wash valves are closed.	
2.	Open the valve west of the tank on the #1 super unit line.		
3.	Close the valve on #1 super unit line going to tank 54.		
4.	Open the two new valves on #2 super unit line going into tank 51.	Verify that all drain and wash valves are closed.	
5.	Open the valve west of the tank on the #2 super unit line.		
6.	Open the valve on #2 super unit line on top of tank 52 going to tank 51.		
7.	Close the valve on #2 super unit line going to tank 54.		
8.	Verify that there is flow on both lines.		

### NOTE

**THE LINES WILL NEED TO BE CHECKED PERIODICALLY FOR LEAKS.**

9.	Open the overhead circ line off of the pump discharge side.		
10.	Open the pump discharge valves.		
11.	Verify that all the transfer valves are closed.		
12.	Start the circ pump when the free board level is at 21'6.	The suction valve will open automatically when the pump is started	
13.	Start the tank 51 agitator		



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_

### **Training Notes:**

Must be trained by the area S.M.E. before completing this task



Normal Operation

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# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### SPA

Operation of Steam Coil

**SPA-OPERATION-01**

**2/12/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to reheat SPA rail car.

**Requirements:** Knowledge of steam coil and of this procedure.

**Required Documents:** "A" or "C" SPA, D.O.T. certified documents needed in this procedure.

**Tools and Equipment:** Steam coil, 1" steamhose, discharge hose, air lance, long stem thermometer, dome bolt wrench.

PPE	Hazards	Environmental Considerations
Hardhat, safety glasses, steel toe boots, work gloves, Tyvek coveralls, face shield.	Thermal burn, contact with acid, slippery work surface.	None.

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## Operation of Steam Coil

### TASKS:

1. Prepare rail car to perform work.
2. Install steam coil.
3. Heat acid and monitor temperature.
4. Agitate acid with air lance.
5. Seal car up or dump acid, prepare steam coil for storage.

Steps		Key Points	PPE/Hazards
1.	Spot car over car wash sump, set brakes, chock wheels, set Tank Car connected sign.	Make sure hand brake is tight.	Car may move unexpectedly.
2.	Loosen dome bolts and open lid.	Start with bolts that are opposite of handle.	Car may have pressure.
3.	Set auto car washer in hanger, disconnect chain fall and connect to steam coil.	Make sure Auto car washer is secure in hanger. Assistance from another operator needed.	Steam coil is heavy, awkward. Top of car may be slippery.

**CAUTION: Make sure to work with in the Handrails.**

4.	Set steam coil above man way, connect steam hose to tubing going to the bottom of coil, connect hose to discharge, install safety clips and direct hose away from car.	Open steam valve to check for leaks in steam coil, turn steam off.	Possible thermal burn, Top of car may be slippery.
5.	Lower coil into car, if acid is solid you will need to leave tension on chain to stabilize coil.	Make sure coil doesn't tip over. Need to lower coil as acid heats up.	Possible thermal burn, Top of car may be slippery.
6.	Turn steam valve on ½ to ¾ open.	Hot water and or steam will come from discharge hose.	Possible thermal burn, Top of car may be slippery.
7.	After acid has started to heat up if solid, install air lance directed to one end of car, moving to opposite end ever hour.	Only need small amount of air. Make sure lance does not come in contact with rubber lining.	Too much air, can result in the possibility of acid splashing out of car.

## Operation of Steam Coil

Steps		Key Points	PPE/Hazards
8.	If car is solid, wait until there is enough acid melted around the coil to take a temperature. If heating car up, check temp every 2 hours.	Take temperature reading as far away from steam coil as possible.	Possible thermal burn, Top of car may be slippery.
9.	After desired temperature is achieved, turn steam off, disconnect steam and discharge hose, remove coil from car, wash acid from coil, blow coil out with air to prevent freezing	Assistance from another operator needed.	Coil is hot and dripping with acid. Possible thermal burn, Top of car may be slippery.

**CAUTION:** When removing steam coil and placing on the platform, do not unhook monorail chain hoist from the steam coil. Unhooking the hoist may result in the steam coil tipping over. If the chain hoist is needed elsewhere, chain the steam coil to a stable anchor.

Standard Operating Control Limits			
Deviation	Condition	Consequence	Action To Take
Temperature	202	Damage rubber lining.	Remove coil



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**  
**(Phos)**

How to run an EMF sample on Tank 54 or on a Super Unit.

**Phos-Normal Op-01**  
**03/05/2003**

**Objective:** To provide operating personnel with step by step instruction on how to run an EMF sample on tank 54 or on a Super Unit.

**Requirements:** The DCS operator is the primary controller. They will implement all startups / shutdowns of any equipment, and monitor all areas of the PHOS department. The adjustments need to be made by the DCS operator with communication from the field operators. Certified A-evaporator, Certified B-Evaporator Operator, and Certified A-Evaporator Operator.

**Required Documents:**

**Tools and Equipment:** Radio Communication, Plastic Graduation Cylinder or a Stainless Steel Cylinder, Plastic Sample Bottle, and ballast.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard Hat</li><li>• Safety Glasses</li><li>• Safety toe foot wear</li><li>• Rubber Gloves</li><li>• Rubber Boots</li><li>• Face Shield</li><li>• Tyvek Suit</li></ul>	<ul style="list-style-type: none"><li>• Thermal Burns</li><li>• Chemical Burns</li></ul>	<ul style="list-style-type: none"><li>• All spills must be contained</li></ul>

## How to run a EMF sample on tank 54 or a Super Unit.

### TASKS:

1. Gather the acid sample.
2. Run an EMF on the sample.

### NOTE

An EMF sample on the super unit is to be gathered on the product pump sample port valve on the #2 super unit unless it is down for any reason, then get a sample on the #1 super unit. The sample on tank 54 is gathered by the SPA loading crew operator and brought over to Phos. These samples are ran every four hours to verify the correct amount of Nitric acid ratio in relation to the super acid.

Steps		Key Points	PPE/Hazards
1.	Fill a clean and dry sample bottle of 72% acid and return to Phos Lab room for analysis.	Fill bottle one Half full.	
2.	Turn on electronic digital scale.		
3.	Set glass beaker on the scale with the magnet inside.	To zero the scale.	• Safety glasses required.
4.	Pour acid sample slowly into the beaker.	Stop, when weight registers fifteen grams exactly.	• Safety glasses required.
5.	Push the tare button.		• Safety glasses required.
6.	Multiply the total gram weight by 1.25 to obtain the answer.	Use a calculator. Record your answer on scratch paper.	• Safety glasses required.
7.	Push the tare button.		• Safety glasses required.
8.	Slowly pour water on top of acid and Nitric solution into breaker.		• Safety glasses required.

How to run a EMF sample on tank 54 or a Super Unit.

9.	Remove glass beaker from scale.		<ul style="list-style-type: none"><li>• Safety glasses required.</li></ul>
10.	Set electronic probe into the acid sample.	To test Nitric acid to Super Acid ratio.	<ul style="list-style-type: none"><li>• Safety glasses required.</li></ul>
11.	Record answer on data entry screen on the computer.	When ready light comes on.	<ul style="list-style-type: none"><li>• Safety glasses required.</li></ul>

**NOTE**

Sample tank 54 in the same manner and record answer on the data entry screen on the computer.

**Training Notes:**

1. How to run an EMF sample properly.
2. Where to get the EMF samples.
3. EMF sample is ran in order to keep the oxidation reactor acid in line going to super acid storage, this dictates how much Nitric acid is needed to be added to the super acid to maintain the spec's of a 900 EMF to a 950 EMF.





*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

NORMAL OP FOR PUMPING THE SUMPS

**SPA normal op-01**  
**01/11/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal op for pumping sumps.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

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## NORMAL OP FOR PUMPING SUMPS

### TASKS:

1. Start pumps
2. Open valves

Steps		Key Points	PPE/Hazards
1.	Call the B evaporation operator in phos to set up valves to receive the acid through the car wash line.	Wait for notification from phos.	
2.	Verify that the sump discharge valve to phos at the north car wash is closed.		
3.	Open the sump discharge valve to phos and close the sump.	Discharge valve to the car wash on the south end.	
4.	Turn on the sump pump and the booster pump.		
5.	Verify the support bars are showing.		
6.	Turn off the sump pump.		
7.	Close the sump discharge valve to phos.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

##### GETTING A SPA CAKE SAMPLE

**SPA-normal-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to get a SPA cake sample.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## GETTING A SPA CAKE SAMPLE

### TASKS:

1. Open valves
2. Close valves
3. Wash bottles

Steps		Key Points	PPE/Hazards
1.	Wash three sample bottles.		
2.	Get a piece of filter cake and put it in a sample bottle while dumping the filters.		
3.	Get a feed acid sample from the sample valve on the feed line by the filter or from the feed tank.		
4.	Get a product sample from the clarity port after brining the filter on.		
5.	Rinse the exterior of the bottles.		
6.	Put a label on each bottle.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.





*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL OP FOR BOILING THE SPA FILTER PLATES

**SPA-normal op-01**  
**02/11/03**

**Objective:** Provide operating personnel with a step-by-step instruction on how to perform a normal start up for boiling the SPA filter plates.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Boil out water</li></ul>	

## NORMAL OP FOR BOILING THE SPA FILTER PLATES

### TASKS:

1. Open valves

Steps		Key Points	PPE/Hazards
1.	Verify the filter being put on boil is closed and pressured up.		
2.	Make sure the condensate or hot water signs and chains are up on each door.		

### NOTE

**IT IS MORE EFFICIENT TO BOIL THE FILTERS WITH OUT THE CLOTHS.**

3.	Connect a 3-inch reinforced hose to the spare 26 lines by the SPA sump.	There is a "T" on the feed line going into all of the SPA filters.	
4.	Connect the other end of the hose to the "T" on the filter being boiled.		
5.	There is a "T" on the product line going out of all the SPA filters.		
6.	Blank the opposite end of the "T". Then put another 3-inch reinforced hose on it and put the other end in the SPA sump so it can go into tank 26.		
7.	Verify that the feed and product valves are open.		
8.	Call phos and have them send you boil out water through the spare 26 lines.		
9.	When the filters are boiled, call the phos acid department to shut boil out water off.		
10.	Close filter feed and product valves.		

### NOTE

**WHEN BOILING THE PLATES, HOOK THE HOSE UP TO THE PRODUCT LINE. HOOK THE DISCHARGE HOSE TO THE FEED LINE. THIS WILL KEEP THE PRODUCT PORTS ON THE PLATES FROM PLUGGING UP.**

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

Washing SPA Clothes In Maytag

**SPA-Normal ops-02**

**7/26/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to wash the SPA clothes in the Maytag.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses.</li><li>• Tyvek coveralls.</li><li>• Safety toe footwear</li><li>• Rubber gloves.</li></ul>	<ul style="list-style-type: none"><li>• Splashing from Super phosphoric acid</li></ul>	Verify dirty clothes are in the Maytag and not left on the ground.

## Washing SPA clothes in Maytag

### TASKS:

1. Put dirty clothes in Maytag
2. Wash dirty clothes with steam or water

Steps		Key Points	PPE/Hazards
1.	Place the filter cloths in the Maytag.		
2.	Fill the Maytag with water and steam.	Soak for 24 hours.	HOT condensate is present.
3.	Monitor the tank when filling.	Do Not overfill the tank.	
4.	Drain water or steam to SPA sump.		
5.	Remove cloths from Maytag and place them on a pallet.		
6.	Store the washed cloths in the area designated for storage by the environmental department.		





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

NORMAL OP FOR DUMPING SPA FILTERS

**SPA-normal op-01**  
**02/11/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform normal op for dumping SPA filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li><li>• Face shield</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## NORMAL OP FOR DUMPING SPA FILTERS

### TASKS:

1. Start belts
2. Start sump pumps
3. Open filters

Steps		Key Points	PPE/Hazards
1.	Verify the sump agitator is running.		

### NOTE

**MUST SOUND SIREN PRIOR TO STARTING REPULPERS AND BELTS. THIS WILL NOTIFY ALL PERSONNEL BELTS/EQUIPMENT WILL BE STARTED.**

2.	Turn on the #1 repulper, #1 and #2 conveyer belt.		
3.	Turn on the sump pump.		
4.	Turn on the #2 repulper and #3 conveyer belt.		

### NOTE

**THERE ARE TWO PLACES TO START OR STOP CONVEYOR BELTS, BOOSTER PUMPS, REPULPERS, AGITATOR, AND SUMP. SPA CONTROL ROOM PANEL, AND ON THE FILTER DECK OR MAIN GRADING ON THE CONTROL PANEL.**

5.	As you close each feed valve check the clarity of the acid at the 1 <sup>st</sup> port valve.		
6.	Perform isolate the SPA filters.		
7.	Before opening filters, verify that the feed and product valves on all filters are closed, and locked.		

# NORMAL OP FOR DUMPING SPA FILTERS

Steps		Key Points	PPE/Hazards
8.	Open the Sperry filter, by turning both top switches on the control panel to the left, open the little circular valve 2 or 3 turns to the right		
9.	Open the #1 and the #2 durco filter by pressing the retract and start buttons. on the control panel, and keep it depressed with the end of a ty-rap.	When the air pump stops popping release the start button.	
10.	Select a paddle to help flip, roll, or scrap the cakes off the filter cloths.		
11.	Verify the mouse is in front of the filter plates.		
12.	Catch the top of the plate with the mouse and move the plate.		
13.	Remove the cake from the filter cloth.		
14.	Monitor the conveyor belt; make sure the cake is moving down the belt.		
15.	When the filters are dumped, stop the repulpers and the sump pump.		
16.	Close the #1 and #2 by holding the extend button in until the air pump starts popping.		
17.	Close the Sperry by turning the retract switch to extend and closing both hydraulic valves.		



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

NORMAL OP FOR DUMPING SPA FILTERS

**SPA-normal op-2**  
**8/9/04**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform normal op for dumping SPA filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Rubber gloves</li><li>• Face shield</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## NORMAL OP FOR DUMPING SPA FILTERS

### TASKS:

1. Sound siren
2. Start belts
3. Start sump pumps
4. Open filters

NOTE	
CONTROL ROOM CHECK IN/CHECK OUT IS MANDATORY PRIOR TO ENTERING/LEAVING THE SPA BUILDING	
SPA OPERATORS WILL SOUND SIREN PRIOR TO DUMPING THE FILTERS	

	Steps	Key Points	PPE/Hazards
1.	Verify the sump agitator is running.		
2.	Turn on the #1 repulper, #1 and #2 conveyer belt.		
3.	Turn on the sump pump.		
4.	Turn on the #2 repulper and #3 conveyor belt.		

NOTE	
THERE ARE TWO PLACES TO START OR STOP CONVEYOR BELTS, BOOSTER PUMPS, REPULPERS, AGITATOR, AND SUMP. SPA CONTROL ROOM PANEL, AND ON THE FILTER DECK OR MAIN GRADING ON THE CONTROL PANEL.	

5.	As you close each feed valve check the clarity of the acid at the 1 <sup>st</sup> port valve.	If the acid is cloudy or dirty, note which filter and follow instructions later in this procedure.	
6.	Perform isolate the SPA filters.		
7.	Before opening filters, verify that the feed and product valves on all filters are closed, and locked.		



## NORMAL OP FOR DUMPING SPA FILTERS

Steps		Key Points	PPE/Hazards
8.	Open the Sperry filter, by turning both top switches on the control panel to the left, open the little circular valve 2 or 3 turns to the right		
9.	Open the #1 and the #2 durco filter by pressing the retract and start buttons. on the control panel, and keep it depressed with the end of a ty-rap.	When the air pump stops popping release the start button.	
10.	Select a paddle to help flip, roll, or scrap the cakes off the filter cloths.		
11.	Verify the mouse is in front of the filter plates.		
12.	Catch the top of the plate with the mouse and move the plate.		
13.	Remove the cake from the filter cloth.		
14.	Monitor the conveyor belt; make sure the cake is moving down the belt.		
15.	When the filters are dumped, stop the repulpers and the sump pump.		
16.	Close the #1 and #2 by holding the extend button in until the air pump starts popping.		
17.	Close the Sperry by turning the retract switch to extend and closing both hydraulic valves.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

PREP CAR FOR INSPECTIONS & HOME SHOP

**SPA-washout -02**

**Reviewed Date:** February 18, 2005

**Reviewed By:** Willie Martinez/ Jared Davis

**Objective:** Provide operating personnel with step-by-step instruction on how to perform prepping a car for home shop or the rubber shop.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification. Confined Space Entry Permit.

**Tools and Equipment:** Water hose, nozzle, broom, flashlight, car ladder, safety harness, self-retrieving lanyard, air monitor.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li><li>• Safety Harness</li><li>• Self Retrieving Lanyard</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li><li>• Atmospheric conditions</li><li>• Poor footing</li></ul>	

## PREP CAR FOR INSPECTIONS

### TASKS:

1. Washing
2. Sweeping

Steps		Key Points	PPE/Hazards
1.	Wash the car.	Perform the normal run of the car wash system procedure.	
2.	Put an air horn into the dome, it will tank 25 to 30 minutes.	Cool the car after washing.	
3.	Fill out a SPA tank car entry permit to enter the car.	Fill out a confined Space Entry Permit (must monitor air quality and fluorine)	
4.	Verify the dump valve is open.		
5.	Use a raw water hose to rinse the car.		
6.	Place the ladder in the dome hole.		
7.	Put safety harness on and attach to self-retrieving lanyard.		
8.	Inspect the inside of the car.		
9.	Wash the inside, top, bottom, and the sides of the car to remove the acid residue.	Use raw water.	
10.	Sweep the acid and raw water toward the hole. Turn off the water, pull the broom and hose out of the car, and remove the ladder, after the operator climbs out the car.	Dry inside of tank car with rags. Please pick up rags prior to closing manway.	
11.	Close the dome and secure with the bolts/nuts.		
12.	Rinse the top of the car off with water.		
13.	Remove acid from dump valve assembly, open and close dump valve 4 or 5 times, close the dump valve, insert the seal pin into the handle hole.	If the car is going to the home shop continue with this procedure.	
14.	Attach the bottom blank with studs and nuts.		
15.	Pull all placards from the placard holders.		
16.	If the railcar has phosphoric acid stenciled on each side of the car, cover or spray over it with black	It is not required on the car now; the home shop will repaint it just	

## PREP CAR FOR INSPECTIONS

	paint.	as it came into the shop.	
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### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_





*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**GETTING A MERCHANT GRADE ACID TANK SAMPLE**

**SPA-normal-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal procedure on getting a merchant grade acid tank sample.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	



## GETTING A MERCHANT GRADE ACID TANK SAMPLE

### TASKS:

1. Open valves
2. Close valves
3. Start pump
4. Stop pump

	Steps	Key Points	PPE/Hazards
1.	Clean sample bottle.		
2.	To sample tank 55 <ul style="list-style-type: none"> <li>• Open tank 55-header valve.</li> <li>• Open tank 57-splitter valve.</li> <li>• Open the tank 58 splitter valve.</li> <li>• Open tank 55-fill valve.</li> <li>• Verify that the 56-fill valve and the 57 overhead valves are closed.</li> <li>• Start the tank 57 pump.</li> </ul>		
3.	To sample tank 56 <ul style="list-style-type: none"> <li>• Open the tank 56 header valve</li> <li>• Open tank 57-splitter valve.</li> <li>• Open the 56-fill valve.</li> <li>• Start the tank 57 pump.</li> </ul>		
4.	To sample 57 <ul style="list-style-type: none"> <li>• Open the tank 57 top header valves.</li> <li>• Open the tank splitter valve.</li> <li>• Open the 57 overhead valves.</li> <li>• Start the tank 57 pump.</li> </ul>		
5.	Sample tank 58 <ul style="list-style-type: none"> <li>• Open the tank 58 top header.</li> <li>• Open the tank 58 overhead valve.</li> <li>• Start the tank 58 pump.</li> </ul>		

## GETTING A MERCHANT GRADE ACID TANK SAMPLE

### NOTE

**VERIFY THAT BOTH GRADING VALVES ARE CLOSED, AND THE 58 LINE VALVE IS CLOSED.**

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

CONDENSATE WASHING THE SPA EQUIPMENT AND BUILDING

SPA-washout -01

02/14/03

**Objective:** Provide operating personnel with step-by-step instruction on how to condensate wash the SPA equipment and building.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li><li>• Face shield</li></ul>	<ul style="list-style-type: none"><li>• Thermal burn</li></ul>	

## CONDENSATE WASHING THE SPA EQUIPMENT

### TASKS:

1. Washing equipment
2. Roll up hoses

### NOTE

INSPECT THE CONDITION OF THE HOSES, FITTINGS, AND WAND.

Steps		Key Points	PPE/Hazards
1.	Attach safety chains with "hot condensate in use signs" at each door.		
2.	Open condensate valve.	Open valve slowly.	Put on personal protective equipment to stop thermal burns from contact with hot condensate.
3.	To maximize the use of the condensate, wash the equipment from the top down.	This is so that the run off is cleaning the equipment as well.	
4.	As you proceed through the building, wash off the grating.		
5.	Wash the stairs and stairwells.		
6.	Wash the handrails.		
7.	Wash the sides of the filters to remove the acid residue.		Care must be used because the steam reduces the visibility and depth perception.
8.	Shut off the condensate valve.		
9.	Put the hose and wand away.		
10.	Remove safety barriers and danger tape.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_







*Conda Phosphate Operations*  
**Standard Operating Procedures**

**Spa Area**

**GETTING A MERCHANT GRADE ACID TANK SAMPLE**

**SPA-normal-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal operation for getting a merchant grade acid tank sample.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Phosphoric acid</li></ul>	

## GETTING A MERCHANT GRADE ACID TANK SAMPLE

### TASKS:

1. Open valves
2. Close valves
3. Start pumps
4. Stop pumps

Steps		Key Points	PPE/Hazards
1.	Open the valves pertaining to the tank being sampled.		
2.	Verify that all other valves are closed.		
3.	Start the pump.	Let the tank circulate for 10 minutes.	
4.	Get a sample from the overhead circulation line.		
5.	Stop the pump.		
6.	Close the valves.		

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

#### CHANGING FILTER PLATES

**SPA-normal-01**  
**02/19/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform changing the filters.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Channel locks, ratchet sockets, chain fall.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## CHANGING FILTER PLATES

### TASKS:

1. Remove cloth
2. Remove old plate
3. Install new plate
4. Install new cloth

Steps		Key Points	PPE/Hazards
1.	If a SPA filter has a bad plate, verify that the pumps pertaining to that filter are off and feed and product valves are closed.		
2.	If the plate is spraying or leaking, mark it with tape for ease of locating or finding.		
3.	When a bad plate is found, remove the cloth, put plate lifter in center hole and hook chain hoist to it, and remove hanger from bad plate and install on the new plate, and put the new plate in the filter.		
4.	Install a new cloth on the plate, and close the filter.		

### NOTE

**SPERRY HAS 33 PLATES. #1 DURCO HAS 56 PLATES. #2 DURCO HAS 44 PLATES. THE NUMBER OF PLATES IS REQUIRED SO THAT THE FILTERS WILL PRESSURE UP AND FUNCTION PROPERLY.**

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### ZERO OUT THE CAR WASHER

**SPA-normal-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a procedure on zeroing out the car washer.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** Not tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Possible hydraulic hose failure.</li></ul>	

## ZEROING OUT THE CAR WASHER

### TASKS:

1. Turn on car washer
2. Turn off car washer

Steps		Key Points	PPE/Hazards
1.	Make adjustments to the car washer nozzle as needed.		
2.	Verify the hydraulic air switch is in the "on" position.		
3.	Turn on the hydraulic switch and let it run until the cannon nozzle is straight up and down.		
4.	Open the neutral valve two turns.		
5.	Turn on the hydraulic switch and let it run until the north ram is at "0".		
6.	Close the neutral valve.	If needed, for east and west refer to step 1.	

### Training Notes:

1. Must be trained with a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Agrium

## Conda Phosphate Operations

### Standard Operating Procedures

#### Spa Area

#### WASH OUT SPA TANKS

**SPA-washout -01**  
**02/14/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a wash out of the SPA tanks.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** 3 inched reinforced hoses, 3 inch fire hoses, 1 ½ inch fire hoses, fire hose adapter, fire hose nozzles for a 3 inch hose, and 1 ½ inch hoses, raw water hose, and a sweep broom.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>		

## WASH OUT SPA TANKS

### TASKS:

1. Washing tanks

#### NOTE

WHEN WASHING THE SPA TANKS, THE SCRUBBER WILL NEED TO BE HOOKED UP TO THE TANK AND LEFT RUNNING. THE SCRUBBER D.P. WILL NEED TO BE MONITORED CLOSELY.

#### NOTE

MAKE SURE THAT ALL INCOMING VALVES INTO THE TANK YOU ARE WASHING ARE LOCKED OUT OR HAVE PANCACED IN THE LINE.

Steps		Key Points	PPE/Hazards
1.	Verify the valves on the top of the tank have been locked out or have pancakes in the lines.		
2.	Open the man way on the top of the tank.		
3.	Lock out, tag out, and try the tank circulation pump.		
4.	Drop a light into the tank from the top.		
5.	Check from the top man way to see if you can open the bottom man way door without putting acid on the ground.		
6.	Place an air horn into the top of the tank and turn on the air.		
7.	Attach 3-inch reinforced hose to the discharge of the pump.		
8.	Build a dam around the bottom man way.	Use visqueen and sand bags.	

#### NOTE

USE A 3-INCH FIRE HOSE TO WASH FROM THE DOOR UNTIL YOU CANNOT REMOVE ANY MORE SOLIDS FROM THE TANK.

9.	Get an adapter or splitter that converts from 3-inch to 1-½ inches.		
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## WASH OUT SPA TANKS

	Steps	Key Points	PPE/Hazards
10.	Turn off the water.		
11.	Remove the 3-inch nozzle and connect the adapter plus the 1-½ hoses and the closed nozzles.		Safety watch is needed.
12.	Move the suction hose to one of the floor sumps in the tank after it is cleaned out.	Move the hose from one sump to the other as needed.	
13.	Turn on the water to the fire hoses.		
14.	Turn off the water and remove the hoses when floor is clean.		
15.	Rinse the tank out with raw water and sweep the water into the floor sumps and pump the floor sumps until dry.		
16.	Turn off the trash pump.		
17.	Roll up the fire hoses or take them to the next tank to be cleaned.		
18.	Roll up the hoses to the trash pump or take them to the next tank to be cleaned and move trash pump.		

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





# Agrium

*Conda Phosphate Operations*

## Standard Operating Procedures

### Spa Area

#### GETTING SPA TANK SAMPLES

**SPA-normal-01**  
**02/20/03**

**Objective:** Provide operating personnel with step-by-step instruction on how to perform a normal procedure of getting SPA tank samples.

**Requirements:** Department of Transportation training, and knowledge of this procedure.

**Required Documents:** Department of Transportation certification.

**Tools and Equipment:** No tools required.

PPE	Hazards	Environmental Considerations
<ul style="list-style-type: none"><li>• Hard hat</li><li>• Safety glasses</li><li>• Safety toe footwear</li><li>• Work gloves</li></ul>	<ul style="list-style-type: none"><li>• Super phosphoric acid</li></ul>	

## GETTING SPA TANK SAMPLES

### TASKS:

1. Rinse bottles
2. Open valves
3. Close valves

### NOTE

THE SAMPLES ARE GATHERED SUNDAY AT MIDNIGHT.

Steps		Key Points	PPE/Hazards
1.	Go to the wash out valve on each tanks circulation pump suction line.		
2.	Fill the sample bottles with acid.	Rinse inside of sample bottle with acid.	
3.	Rinse exterior with water.	Place bottles on table by the northwest door.	

### Training Notes:

1. Must be trained by a qualified A-operator before completing this task.



*Conda Phosphate Operations*

## **OPERATIONS PROCEDURE ACKNOWLEDGEMENT**

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**TRAINEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_